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ABSTRACT

This guide provides standards relating to the following: forward riding and western riding examination requirements; appointment, apprenticeship, and renewal of national and local judges; and programs for teaching riding. Procedures for setting up rating centers are also provided. Appendices provide a list of the members of the National Riding Committee; national and local judges; rules and procedures for state, regional, and national riding championship events; guidelines for rating centers and instructional clinics; examples of examinations for qualifying; and the National Riding Committee operating code. An annotated bibliography is also included. (DS)

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RIDING STANDARDS

The Policies and Operating Procedures of the National Riding Committee 1978-1979

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Introduction

History of National Riding Committee

Although organized in 1936, it was not until 1947 that the Subcommittee on Riding of the then National Section on Women Athletics (NSWA) of the American Association for Health, Physical Education, and Recreation (AAHPER) met to organize standards by which riding might be rated. Harriet Howell Rogers, chair of the subcommittee, described its efforts and purposes:

> The need was apparent to us, not only from our own convictions, but from the numerous articles, letters and editorials in various magazines dealing with the horse, that teaching of riding, both in aim and method, sadly needed standardizing and some guiding hand. After correspondence and meetings, the members of the committee agreed that we should seek, as a basis for our work, the standards of the Olympic Games. We knew of course, that we could not all reach Olympic calibre, but we also knew that many of us could teach and ride better if we followed as far along this road as our ability would permit. To this end, plans for rating what we chose to call "basic riding" were drawn up, tested, criticized and reworded and then sent to the National Section on Women's Athletics, where our report was approved by the Rules and Editorial Committee and the Legislative Board. The latter authorized us to set up centers for rating and for the instruction . . . .
>
> The first center ran for two weeks, consisting of two courses, each a week long, in which instruction in theory and mounted work was given to candidates. At the end of each week, tests were given and those successful were awarded ratings . . . .
>
> For the first year members of the committee acted as judges, assisted by two men who acted in advisory capacity and to whom we owe much, not only for their sympathetic interest and generous donation of their time and services, but because of their thorough knowledge of this type of riding. Without the help of Clayton E. Bailey and Capt. V.S. Littauer, the work of the committee would have been infinitely more difficult. Both attended this first center and played a major role in establishing the program of instruction and the details of conducting the tests.

The first centers were held at Sweet Briar College, Va., June 1948; Vassar College, Poughkeepsie, N.Y., September 1948; and Townline Barn, Erie, Pa., August 1949.

The Riding Subcommittee that set up the first standards in 1947 included, in addition to Harriet Rogers, Eline von Borries, chairperson-elect, Goucher College, Md.; Mrs. V.S. Hackett, Wac-

cabuc, N.Y.; Jane Lawyer Gottschalk, Emma Willard School, N.Y.; Katharine Martin, New London, Conn.; Lola Lee Osborn, Chico State Teachers College, Calif.; Florence Ryon, Vassar College, N.Y.; Ruth Sweezey, Smith College, Mass.; Gladys Taggart, University of Wichita, Kans.; Beatrice Tyer, Southern Seminary Junior College, Va.; and Elise White, WNORC Representative Mexico, N.Y. Today's list of judges, rated riders and committee members represent third- and fourth-generation pupils of these early organizers.

In the 1950s NSWA reorganized to become the Division for Girls and Women's Sports (DGWS), and in 1962 the National Riding Committee became jointly sponsored by the Division of Men's Athletics (DMA) and DGWS of the AAHPER. One of the first Western Riding Centers was held at Stevens/Perry-Mansfield Camps, Steamboat Springs, Colo., in 1964. Elizabeth Shannon of Arizona was the organizer of this center.

The AAHPER reorganized in 1974. DMA combined with the Physical Education Division and NASPE (National Association for Sport and Physical Education) was established. DGWS became NAGWS (National Association for Girls and Women in Sport). NASPE and NAGWS are the two main Associations under the parentage of the AAHPER which are involved with the development of sport programs and jointly sponsor the National Riding Committee.

Since its organization, the National Riding Committee has sponsored clinics and rating centers throughout the country in Georgia, Michigan, Massachusetts, Virginia, Oregon, Colorado, Maryland, Missouri, New York, Kansas, California, North Carolina, South Carolina, Texas, Washington, New Jersey and Pennsylvania.

Today there are National and Local Judges of the Forward Riding Section and of the Western Riding Section who are qualified to rate candidates as number 1, 2, or 3 or award qualifying cards.

What System?

The Forward Riding method for schooling and riding field hunters, show hunters, and jumpers and for cross-country or pleasure riding has been in practice for many generations as the most successful modern riding system. The Western Riding Section is based on NASPE-NAGWS riding principles.

The Riding Committee has consistently promoted horsemanship based on a system that considers position or seat, control, and the schooling of the horse as integral parts. The schooling objectives are to develop the horse's agility and strength under the weight of the rider so that it may perform alertly and calmly with connected free forward movement. The position and control of the rider are coordinated to produce the best possible performance of the horse while utilizing the least amount of the horse's nervous and physical energy. The bib-

liography in this booklet should help the reader understand this carefully considered system of riding used by NASPE-NAGWS. The system is a very practical one that has been highly successful in riding schools and in competition throughout the country.

A practical and successful riding system needs competent instructors and good teaching facilities to help meet the large and growing interest in the sport of riding. This booklet contains a summary of the characteristics of a good instructional riding program.

We encourage you to visit a clinic or rating center, to study this booklet, and to prepare for and take a rider rating. Your suggestions and criticisms are welcome. We look forward to having you join our efforts to promote better riding.

Why a National Rider Rating?

One important objective of the Riding Committee is to help educate riding teachers. Today there are many schools of riding offering teaching and riding certificates. It is fair to say that many have become too conventional, granting certificates representing an enormous range of practical and theoretical riding abilities. As a result, their credibility is seriously questioned by many employers and students. Since rating or certifying a teacher of riding is still difficult to do well on a national basis, our NASPE-NAGWS ratings are rider ratings and not teacher ratings. They do require, however, not only a good level of riding but also a clear, concise understanding of riding theory that must be expressed in writing and orally. A teacher should be required not only to achieve the rider rating but also to teach well. The NAGWS-NASPE National Riding Committee standards will continue on a high level and be awarded nationally with consistency. It is hoped that an equally reliable method of rating instructors will also be developed.

Procedures for setting up a new rating center are fairly simple, and the information herein describes these and other requirements for centers. Also included (in the Appendix) is a current list of NASPE-NAGWS National and Local Judges who might provide further information. The National Committee members will be pleased to assist you as well. The chairs of the Forward Riding Section and the Western Riding Section can provide a list of qualified instructors available for private clinics.

The Riding Committee has recently inaugurated many new activities such as: an intercollegiate riding championship; judges clinics; teacher workshops, and an annual convention to provide ideas and a forum for instructors and riding establishments. The semi-annual *Riding Highlights* newsletters will keep interested persons informed as to these and other upcoming events.

Paul D. Cronin
December 1975
Revised September 1977

Rated Rider Examinations: General Conditions

Four separate examinations are given for the rated rider. Each examination consists of both practical and theoretical tests. The first is the qualifying ride, followed by the number 3, the number 2, and the number 1 Rated Rider Examinations. Each test is required and must be taken in order.

Current Approved Ratings Centers

Each year rating center locations (usually in educational institutions) are approved by the National Riding Committee. Centers in the past have been approved in California, Missouri, Colorado, Texas, Michigan, South Carolina, Virginia, Maryland, New York, Massachusetts, New Jersey and Pennsylvania. For a list of the current rating centers, please write to the appropriate section chair.

Theory Test

All candidates are tested on their theoretical knowledge of riding. Recommended readings to prepare for the theory appear in this booklet. The Western Riding Section may also present questions on bits and bitting, nutrition, horse care and disease as one quarter or less of the written test. Each level consists of a written examination and/or an oral test. Please note specific requirements for each test.

Practical Test

Practical tests demonstrating position and control are given to each candidate who rides before a committee of judges. The first consideration is correct position and effective control demonstrating the proper aids and techniques for each level of testing.

Position

A good working position affords:

1. Unity of horse and rider
2. Security for the rider
3. Non-abuse of the horse
4. Efficient use of the aids (voice, weight, legs and hands)

The qualities of a good position are:

1. Correct design of position
2. Correct distribution of weight
3. Balance in motion
4. Spring
5. Rhythm
6. Relaxation- mental and physical
7. Grip

Control

The rider, mounted on a horse sufficiently schooled to execute the required movements, should demonstrate the following:

1. A clear understanding of the five rein aids and three leg aids
2. The ability to work the horse on loose rein and where applicable on contact, demonstrating correct application of the aids and techniques for the level being tested to achieve a good performance of a horse
3. The ability to obtain a performance with the head and neck extended, mouth closed and the horse connected and calm
4. The ability to have the horse move "on the line" and at an even pace
5. The ability to obtain from the horse efficient, smooth and precise movements forward in all gaits and transitions at the desired level.

Schooling

Schooling is the physical and mental education of the horse. The basic aim of schooling is to maintain and restore to the horse under the weight of the rider the natural balance of a free horse. Schooling develops the horse physically and mentally to the point where he performs efficiently and is pleasant to ride for an educated rider. In short, schooling improves the horse's athletic development and teaches the horse signals, obedience and cooperation.

A good performance of a well-schooled horse exhibits:

1. Mentally — calmness, knowledge of signals, cooperation
2. Physically — well-developed balance in motion, strength, endurance, agility, rhythmic gaits and athletic jumping

Certain testing levels require the candidate to demonstrate ability to school.

Judges

Ratings in riding may be awarded by the following judges:

The rating of a number 1 or number 2 may be awarded by two National Judges or one National Judge and one Local Judge.

The rating of a number 3 and qualifying rides may be awarded by two National Judges or two Local Judges or one National Judge and one Local Judge.

No rating may be awarded at a level higher than the lower of the two scores, whether theoretical or practical.

Active Period for Qualifying and Rider Ratings

A Qualifying Ride shall be valid for two years, after which time candidates must undergo retesting.

A rider rating (number 3, number 2, number 1) shall be valid for three years. A rider may renew or raise the rating any time within the active three-year period.

Renewal of Ratings

A rider may renew the rating at any time during the three-year period and no later than three years from receipt of the rating. Each time a rating is renewed, it shall be valid for three years from that date. An expired rating will require complete retesting starting with the Qualifying Ride.

The rider may renew the number three, number two, or number one rating by doing one of the following:

1. Participate in a NASPE-NAGWS Rating Center and pass the examinations for the rating.
2. Participate in a NASPE-NAGWS Clinic as a full-time instructor i.e. teaching, lectures, demonstrations (only rated riders with a number two or number one rating). This may be used for just one renewal.

If the clinics and centers established for rating are unable to accommodate all applicants, preference will be given to those who are teaching or who expect to teach.

Fees

A fee will be charged to each person attending a NASPE-NAGWS clinic whether observing or participating. A fee will be charged for each test level given at a NASPE-NAGWS RATING CENTER. This fee also applies to renewals.

Clinic two days or less = $5

Clinic three days or more = $15

Each Rating Examination Qualifying Level through number 1 = $15

This booklet, *Riding Standards*, will be purchased by each rating center and clinic participant, its cost included in the total center fee to

the participant. The chairperson of each center and clinic will be responsible for its distribution and fee. Individuals may write to the AAHPER for copies.

Age Requirement

Qualifying Rides may be awarded to persons age 16 years or older. Rider Ratings 18 years or older.

Wallet Cards and Certificates

Upon receiving a rating, or completing the qualifying ride, each candidate will receive a wallet card with the rating awarded, the theoretical and practical grades, and the date. In addition, a certificate suitable for framing will be awarded. Candidates passing the qualifying tests will receive only a wallet card.

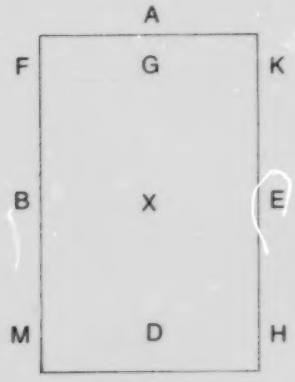
Ring Dimensions and Letters

The Program Ride in the Forward Riding Test should be performed in a ring no smaller than 175′ x 115′ and no larger than 200′ x 130′.

The Program Ride in the Western Riding Test should be performed in a ring no smaller than 60′ x 150′. The recommended size is 66′ x 200′.

In certain situations such as unexpected weather or poor footing the judges of the center may take the responsibility of altering the ring size. This should be noted in the center report.

Placement of arena letters is illustrated below:



Judging and Scoring

Qualifying Ride Examination: Must be judged by two National Judges, two Local Judges, or one National and one Local Judge.

Program Ride: 8-9-10. Demonstrating knowledge and ability on a high elementary level and low intermediate level.

Field Ride: Pass-Fail. To be ridden on a high elementary level.

Theory Test: 9-10. Written and/or oral.

Number Three Rated Rider Examination: Must be judged by two National Judges, two Local Judges, or one National and one Local Judge.

Program Ride: 8-9-10. Demonstrating knowledge and ability on the intermediate level.

Field Ride: Pass-Fail. To be ridden on the intermediate level.

Theory Test: 9-10. Written and/or oral.

Number Two Rated Rider Examination: Must be judged by two National Judges, or one National and one Local Judge.

Program Ride: 8-9-10. Demonstrating knowledge and ability on the intermediate level.

Field Ride: Pass-Fail. To be ridden on the intermediate level.

Theory Test: 9-10. Written and/or oral.

Number One Rated Rider Examination: Must be judged by two National Judges, or one National and one Local Judge.

Program Ride: 8-9-10.

Field Test: Pass-Fail.

Theory Examination: 9-10. A minimum of 25 percent of this theory examination must be taken orally. This does not include the oral evaluation of any of the mounted phase.

Schooling Test: Pass-Fail.

In case of mechanical error or omission of a movement: The candidate should be stopped immediately; the error should be explained and the candidate should then be asked to perform the omitted movement and continue the ride from that point.

Movements may not be repeated for the sake of improving the quality of performance.

Forward Riding: Rated Rider Examination Requirements

I. Qualifying Ride Examination

The purpose of this test is to certify a rider to take any or all of the three rider ratings. Every rider must hold an active qualifying card before attempting the number 3 ride. The candidate is to demonstrate correct position and a thorough understanding of the aims and techniques of the elementary and low intermediate levels of riding.

Movements in the program ride may include:

1. Loose rein and some contact work
2. Cantering 3′ fences (holding mane)
3. Three speeds of a trot
4. Half circles (large) and full circles
5. Canter on each lead with a simple change of leads on a half circle
6. Turn on the forehand
7. Backing
8. Trotting fence (holding mane) approximately 2′

Required movements in the field are:

Demonstrate elementary level in hunter exercises in company over uneven terrain at the walk, trot, canter and hold hard. Jump three 3′ fences alone, in field — holding mane.

II. Number 3 Rated Rider Examination

Intermediate Level of Riding on Both Riding Phases of Number 3

- Demonstrating a good intermediate level, the rider must have a good position, a thorough knowledge and understanding of intermediate aims and control technique, and the ability to ride on contact unless otherwise specified.
- There must be a good working performance, exhibiting cooperation between horse and rider with the ride mechanically correct from beginning to end.
- The rider should have a sound, working understanding of modern theories of schooling and riding. The candidate should be prepared to evaluate concisely his performance.

Note: 1. Reader should refer to requirements and policies elsewhere in this booklet that are applicable to Forward Riding.

2. Appendix contains copies of current Program Rides and theory examination reading preparation.

Required movements for the program ride may include:

1. All movements of Qualifying Level
2. All movements on contact unless otherwise specified
3. Soft and precise transitions
4. Simple interruption of leads on the line (down the center of ring)
5. A gallop
6. Counter canter
7. Backing, moving forward to a trot
8. Serpentine
9. One 2′ trotting fence; two 3¼′ cantering fences (may rest hands on neck or follow)

Required movements for the field are:

- Jump alone a minimum of six 3′ to 3¼′ fences. Contact does not have to be maintained over all the fences.
- Work in a group at the walk, trot, canter, gallop and hold hard over uneven terrain employing good principles of group riding. Fences are taken individually.

III. Number 2 Rated Rider Examination

Intermediate Level of Riding on Both Phases of the Number 2

Conditions the same as the number 3 Rated Rider Examination plus the following:

- The program ride should be fluid throughout, demonstrating a good performance of the horse as well as mechanical correctness.
- The rider should be aware of good schooling techniques and should have done some schooling and/or reclaiming of horses. The judges may test the candidate by asking him/her to analyze the horse's performance and by expecting a strong ride within the horse's capabilities and limitations.

Required movements for the program ride may include:

1. All movements of Qualifying Level and number 3 Rated Rider Program Ride
2. Three speeds of a canter
3. Zigzag
4. A half turn on haunches from a walk
5. One 2½′ trotting fence, loose rein allowed; two 3¼′ to 3½′ cantering fences. Contact does not have to be maintained over all the fences but holding the mane is not allowed.

Required movements for the field are:

1. Specifications the same as the number 3 Rated Rider Field test except for height of jumps from 3¼′ to 3½′

IV. Number 1 Rated Rider Examination

High Level of Intermediate Riding on Intermediate Level Horse

- Good quality performance of the horse is expected.
- This fluid precise performance of the horse is based on a strong working position of the rider and understanding and application of high intermediate techniques with full cooperation between horse and rider.
- The rider should have the ability: (a) ride many horses, including horses of varying temperaments and schooling levels, (b) get the best performance possible from each horse at his/her stage of schooling, and (c) judge the horse's stage. The judge must test the candidate's ability to analyze a horse's capabilities and limitations by requiring him/her to ride a green or problem horse that he or she has never ridden. The rider should be able to defend schooling techniques, explain sound methods of schooling and riding, and demonstrate them in practice. The candidate is expected to evaluate the horses orally and be able to apply specific schooling techniques to both mounts.

Movements for a number 1 program ride may include:

1. All movements of previous testing levels
2. One 2½' trotting fence; two 3½' cantering fences
3. Backing four steps followed by a canter departure on a specific lead
4. A halt from a canter
5. Leg yielding
6. Two tracking
7. Flying change of lead
8. Turn on the haunches from a halt
9. Turn on the haunches from a gallop

Required movements for the field are:

- Minimum of six 3½'-3¾' fences on the intermediate level. Contact should be maintained throughout.
- Work alone and in a group at the walk, trot, canter and gallop over uneven terrain employing good principles of group riding and taking fences in company.

Oral Evaluation:

The rider will evaluate orally the program and field ride after completing each and before the judges have made their comments. Evaluation should include the capabilities and limitations of the horse during each test, the rider's ability to get the performance from the horse, the level of schooling demonstrated from the horse during the tests, and the ability of the rider to work in cooperation with the horse's efforts.

ood ordinary trot in forward balance. *Note:* (1) The horse has an extended head and neck and soft acceptance of the . The horse moves with a ground covering stride. (2) The rider has a good leg position and a direct line from bit to ow.

oto, courtesy Sweet Briar College, Sweet Briar, Virginia.

Schooling Test:

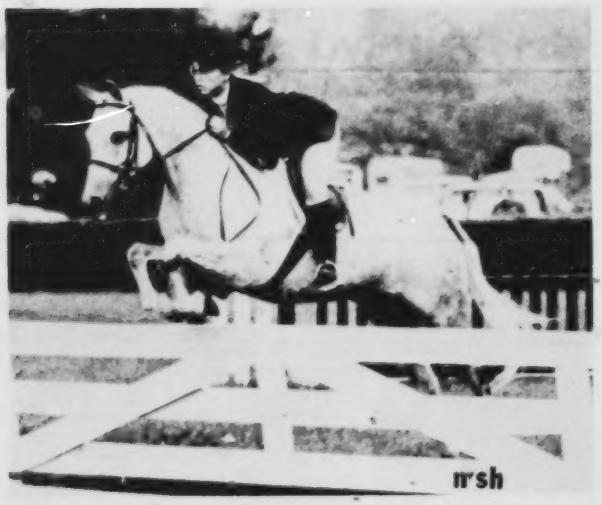
The judge must test the candidate's ability to analyze a horse's capabilities and limitations by requiring the candidate to ride a green or problem horse that he has never ridden. The candidate will ride and evaluate the horse in front of the judges and attempt

Horse and rider dropping off a bank during horse trials. Rider demonstrates elementary level and a correct non-abusive position. Photo, courtesy Keedie Grones.

Coach is Pam Baker, rider Joy Hodges, horse Tinkling Cap, winner of many hunter and equitation classes. Photo, courtesy Bob Foster, Pinellas Park, Florida.

to determine the capabilities and limitations of the horse at his present stage of schooling. The candidate should plan movements and fences that will best demonstrate his understanding of the horse's present schooling level.

Hacking quietly in company is an important phase of Forward schooling.
Photo, courtesy Sweet Briar College.



Sarah Deal on Hail 'n Hardy.
Photo, courtesy Mary Susan Hagerdorn, Fairfax, Virginia.

"DRL" Champion Junior, Amateur and Working Divisions. Horse and rider demonstrating correct jumping form and unity. Notice following arm and direct line from bit to elbow.
Photo, courtesy Paul D. Cronin.

Western Riding: Rated Rider Examination Requirements

I. Qualifying Ride Examination

A general aim is to exercise authority over the horse through definite control in primitively executed gaits, transitions, halts, turns and backing. Abruptness is permissible when the elementary rider is unable to obtain desired results by gentle means.

Rider's design of position and weight distribution will be evaluated. Riding for this test should be done on loose rein. A rein in each hand should be used for better control, and the horse should now show excessive speeds.

Equipment should include saddle that fits rider; prefer snaffle bit or bit with reins at snaffle position; bosal or mechanical hackamore acceptable. Artificial aids are discouraged. Liberal use of voice commands is encouraged.

Movements for this test may include:

1. Mounting and dismounting
2. Ordinary walk
3. Regular and jog trots
4. Backing
5. Circles at a lope, correct lead
6. Half-turn in reverse
7. Reverse

II. Number 3 Rated Rider Examination

This ride is done mainly at slow speed with emphasis on the rider's position. A rein in each hand may be used for better control, and voice commands are allowed.

Movements for this test may include:

1. Ordinary and strong walk
2. Jog and extended trot
3. Changes of direction
4. Halt 5 seconds
5. Rollbacks at a walk
6. Circles at a lope on correct lead
7. Lope

Note: Reader should refer to requirements and policies in other sections of this booklet that are applicable to both Western and Forward Riding.

8. Halt and back four steps
9. Figure eight at a jog trot
10. Serpentine of three loops at a jog trot
11. Turn on forehand

III. Number 2 Rated Rider Examination

This ride is executed at medium speed with emphasis on efficient use of aids for smooth transitions, showing a definite cooperation of rider's hands and legs with horse's efforts and reactions. Rein in each hand may be used for better control, but one hand is preferred. No audible voice command should be used.

Movements for this test may include:

1. All movements in the number 3 test.
2. Halt and back six steps
3. Small circles at jog and lope
4. Serpentine of four loops at a jog
5. Simple change of leads
6. Two speeds at a lope
7. Rollbacks at a trot

Judges reserve the right to ask the rider to demonstrate ability on a second horse of judge's choice.

IV. Number 1 Rated Rider Examination

This ride requires fast speeds with emphasis on the rider's ability to achieve movements of high quality maintained throughout the performance. Reins must be held in one hand, with no audible voice commands.

Movements for this test may include:

1. All movements of number 2 and 3 tests
2. Two speeds at lope
3. Position and back through "L" poles
4. Serpentine of three loops with flying change of leads at center of loop
5. Spin to left and right
6. Posting trot
7. Pivot right and left
8. Rollbacks at a lope
9 Side pass
10. Open and close gate
11. Mount and dismount
12. Figure 8 at a lope
13. Back 12 steps

Correct position at a standstill. The rider is in the center of the saddle and her feet and legs are under her forming a firm base of support.
Photo, courtesy Dottie Allen Aitkenhead.

This rider has the same balanced position at a lope except for a slight inclination forward. This inclination as the horse's speed increases enables the rider to maintain correct balance with the horse.
Photo, courtesy Dottie Allen Aitkenhead.

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This rider demonstrates standing position which is an exercise used for achieving correct design of position. Notice the angles at the rider's ankle, knee, and hip joints which help the rider to absorb shock of the horse's movements.
Photo, courtesy Dottie Allen Aitkenhead.

In the above photograph, the horse and rider are just beginning a balanced stop. Note the relaxation of the reins to the bit.
Photo, courtesy Dottie Allen Aitkenhead.

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Judges — Appointment, Apprenticeship, Renewal

National Judges

To become a National Judge, a candidate must have the following:

- A grade on a number 1 theoretical examination of "excellent" (9-10) and a grade on a number 1 practical test of "excellent" (9-10).
- Demonstrated ability to judge in line with others according to the rules set forth by the NASPE-NAGWS National Riding Committee.
- Service as a Local Judge for a minimum of two years, during which the candidate must judge and instruct in a clinic and rating center of not less than three days' duration, participate in the entire session at an instructor level, judge the program rides, and correct the examinations at the end of the testing center.
- A written recommendation to the NASPE-NAGWS National Riding Committee by at least two recognized National Judges and approval by the committee chair and the Riding Committee. This recommendation is to be based on the evaluation of the candidate's judging and teaching at a NASPE-NAGWS rating center and also may be based on inspection of the candidate's establishment and pupils. A special form for recommending judges must be used. The candidate must also complete a form. These may be obtained from the appropriate section chairperson. Each National and Local Judge will be polled concerning the appointment or promotion of new judges prior to final voting of the National Committee.

Local Judges

To become a Local Judge, a candidate must have the following:

- Attendance at a riding clinic and rating center as a nonmounted apprentice instructor and judge. Candidate will help with the planning, organization of the day and evening procedures, daily instruction, lectures, and written and practical examinations. To qualify for the apprentice session, candidates must hold an active number 1 or 2 rating and a theoretical examination score of 90-100.

- Demonstrated ability to instruct and judge in line with others according to the rules set forth by the NASPE-NAGWS National Riding Committee.
- A written recommendation to the National Riding Committee by at least one recognized National Judge and one recognized Local Judge and approval by the Committee chairperson and the Riding Committee. This recommendation is based on an evaluation of the candidate's judging and teaching at a NASPE-NAGWS rating center and also may be based on inspection of the candidate's establishment and pupils. A special form for recommending judges must be used. The candidate must also complete a form. Each National and Local Judge will be polled concerning the appointment or promotion of new judges prior to final voting of the National Committee.

Qualifying as a Local Judge for Teachers of Riding includes the following special steps:

A full-time, experienced riding teacher may request permission to qualify for apprenticeship to become a Local Judge without holding a number 1 or number 2 rating if age or physical disability prohibits performing the rides to achieve such rating. The National Riding Committee must pass on each case prior to the applicant's apprenticeship as a judge.

Procedures for this special Local Judge test are the following:

- The applicant must apply to the national chairperson and receive permission from the National Committee.
- The applicant must produce two riders and two horses trained and schooled by applicant. These riders and horses must have been under the exclusive training of the applicant for a period of at least two consecutive years.
- The two riders must be at not less than the number 3 level of riding and pass a written and oral examination at the number 1 level.
- After meeting the above requirements, the candidate may be admitted to the apprenticeship for a Local Judge on equal status with other apprentices.

These procedures replace performance of a number 1 or 2 rating ride for candidates incapable of such performance because of age or physical disability. The candidates must then meet all the other requirements for a Local Judge. A candidate may become only a Local Judge and not a National Judge through these procedures. The judge may advertise as a Local Judge but not as a rated rider.

Provisional Status of Judges

There will be a provisional status for judges who are recommended at centers held before the annual committee meeting and who are

approved by the chair. The candidate will later be voted on by the committee and, if passed, will be issued a card at that time. These provisional judges may rate riders under the rules concerning ratings if the second judge involved is a recognized National Judge in good standing.

Apprenticeship — Local Judges

A Rated Rider with a number two or number one rating, interested in becoming a judge, is qualified for apprentice work. The procedures are:

1. Write to Section Chair indicating interest in becoming a judge. Instruction and testing centers will be informed of apprentice judges who may participate at their own expense in teaching and judging.
2. Attend a minimum of two riding clinics and two rating centers as a nonmounted apprentice instructor and judge. Candidates are to help with the planning, organization of the day and evening procedures, daily instruction, lectures and written and practical examinations.
3. Demonstrate ability to instruct and judge in line with others according to the rules set forth by the NASPE-NAGWS National Riding Committee. National and Local judges officiating at each clinic and center in which apprentice judges take part will be asked by the Section Chair to fill out evaluation forms on the candidate. At centers apprentice judges should not give judge's evaluation to candidate. Their evaluation should be in writing and turned in prior to evaluation.

After a candidate has completed the minimum requirements, the Section Chair will ask at least one recognized National Judge and one recognized Local Judge with whom the candidate has apprenticed for written recommendations. These recommendations are based on evaluation of the candidate's judging and teaching at NASPE-NAGWS Centers and clinics and may also be based on inspection of the candidate's establishment and pupils. In addition, the candidate will be asked to fill out a form.

Evaluations and recommendations will be submitted by the Section Chair to the National Chairperson and the National Riding Committee. Each National and Local Judge will be polled concerning the appointment of new judges prior to final voting of the National Committee.

Qualifying as a Local Judge for Teachers of Riding includes the following special steps:

A full-time, experienced riding teacher may request permission to qualify for apprenticeship to become a Local Judge without holding a number two or number one rating if age or physical disability prohibits

performing the rides to achieve such rating. The National Riding Committee must pass on each case prior to the applicant's apprenticeship as a judge.

Procedures for this special Local Judge test are the following:

- The applicant must apply to the National Chair and receive permission from the National Committee.
- The applicant must produce two riders and two horses trained and schooled by the applicant's pupils. These riders and horses must have been under the exclusive training of the applicant for a period of at least two consecutive years.
- The two riders must be at not less than the number three level of riding and pass a written and oral examination at the number one level.
- After meeting the above requirements, the candidate may be admitted to the apprenticeship for a Local Judge on equal status with other apprentices.

These procedures replace performance of a number one or number two rating ride for candidates incapable of such performance because of age or physical disability. The candidates must then meet all the other requirements for a Local Judge. A candidate may become only a Local Judge and not a National Judge through these procedures. The Judge may advertise as a Local Judge but not as a Rated Rider.

Provisional Status of Judge: There will be a provisional status for judges who are recommended at centers held before the annual committee meeting and who are approved by the National Chair. The candidate will later be voted on by the committee and, if passed, will be issued a card at that time. These provisional judges may rate riders under the rules concerning ratings if the second judge involved is a recognized National Judge in good standing.

Apprenticeship — National Judges

To become a National Judge, a candidate must have a number one rating. Procedures for becoming a National Judge are:

1. Demonstrate ability to judge in line with others according to the rules set forth by the NASPE-NAGWS National Riding Committee.
2. Serve as a Local Judge for a minimum of two years, during which the candidate must judge and instruct in a clinic and rating center of not less than three days' duration, participate in the entire session at an instructor level, judge the program rides, and correct the examinations at the end of the testing center.

   Written recommendations must be made to the NASPE-NAGWS National Riding Committee by at least two recog-

nized National Judges. Each recommendation is to be based on the evaluation of the candidate's judging and teaching at a NASPE-NAGWS Rating Center and also may be based on inspection of the candidate's establishment and pupils. A special form for recommending National Judges must be used. The candidate must also complete a form. These may be obtained from the Section Chair. Each National and Local Judge will be polled concerning the appointment or promotion of new judges prior to final voting of the National Riding Committee.

III. Renewal — Local and National Judges

To maintain status as a Local or National judge, judges are expected to remain active in NASPE-NAGWS teaching and judging.

Each year the National Riding Committee will review and vote upon the list of judges for renewal of appointments. A National or Local Judge shall keep an active judge's rating as long as he or she participates in a NASPE-NAGWS Clinic and/or Rating Center once every three years. The new three-year period starts on the first date of participation in the clinic or rating center. The expiration date for all judges is on December 31 of their expiration year.

A Program for Teaching Riding

Paul D. Cronin
Sweet Briar College
Sweet Briar, Virginia

The most important place to start a discussion of an instructional program is with the pupil. The pupil should consider what he or she expects to achieve from riding instruction. Initial objectives may be short-range. A beginner may want to learn enough to ride pleasure horses or hack out through the countryside. An intermediate rider may want to improve skill and knowledge to hunt or show or even to further develop skill and theoretical understanding to school horses or teach riding.

The riding program selected should be suitable for these objectives. In summarizing a good instructional program, we must consider the method of riding taught, the instructors in the program, the horses available for teaching, the stable management and the teaching facilities.

A System

The instruction or method should be founded on knowledge of, and experience in, a particular theory of riding and schooling. A system of riding will help provide the flexibility necessary for successful and interesting instruction on different levels and suitable horses for teaching these levels. It should be applicable to group or private classes and provide the student with an efficient, practical avenue to his or her objectives for riding, whether they be showing, eventing, hunting, hacking or pleasure riding.

The system or method must relate logically to the movement and agility desired in the horse; the movement and agility must be easily and consistently integrated with the position and control techniques of the rider. Using one method of position, control and movement in the ring and another outside is, to say the least, inconsistent and quite unrealistic for the majority of riders who have limited time to be educated in a complicated method. In a riding program based on a logical and modern method in which horses are trained on levels consistent with their age, experience and stage of schooling, the riding techniques of position and control must relate to these stages of schooling to produce a good performance of the horse. There should also be levels of achievement for the rider corresponding to the horse's levels, which together are well integrated parts of the whole system. The method should be realistic and efficient for the rider's age, experience, riding education and time available for riding.

Instructor

The instructor must understand thoroughly the level he or she is teaching and how this level relates to others taught in the program. One course or series of classes should build to the next, and the riding techniques taught at each level must be consistent among all the instructors. An instructor should have competent riding experience at least at the level being taught in order to be sensitive and alert to the pupils and horses.

Although the importance of an efficient system of riding cannot be overemphasized, a good instructor must be alert to new ideas to improve both the method and teaching. An essential asset is an objective outlook to learning. An instructor has many possible avenues for improving teaching. Reading, studying, and using riding theory; attending clinics as a rider and observer; having a competent guest instructor who will evaluate in a professional manner the teaching and riding program; and written unsigned evaluations and oral evaluuations from pupils are a few ways of developing guidelines for improvement. In addition to a thorough knowledge of ricing, a riding instructor should have a well-rounded education. Some regular interest and experience in the fun of learning a subject other than riding can be a great asset to a riding teacher's objectivity and communication with pupils. A good teacher should have a basic gift for teaching others and a healthy sense of humor.

Classes must be organized so they are safe and productive in the shortest period of time and so the pupil fully enjoys learning and improving his riding techniques.

The instructor is an essential part of the total system of riding. Some of the qualities of a good instructor and a well-conducted class might include the following:

1. Firmly established a practical and modern system of riding
2. An interest in students
3. An ability to communicate well with students
4. The ability to demonstrate any movements asked of the students or, at least, experience with these movements
5. An ability to explain what is expected in movements and the reasons for them
6. A good imagination for thinking of productive exercises that contribute significantly to the total effort
7. An ability to recognize and correct student's faults with a positive attitude
8. A knowledge of the horses being used and the ability to mount and "fix" them prior to the lesson, or to school them
9. Patience with and an understanding of the pupil's fears, curiosity, abilities (mental and physical), attitude, and reasons for riding

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10. The ability to conduct safe classes without overwhelming the pupil, to anticipate rider and horse problems in a group class, and to act calmly to prevent accidents

The instruction

1. Is to the point and relates to the aim of the lesson
2. Improves the rider's and horse's performance in a practical and efficient way
3. Challenges students
4. Develops a healthy attitude toward learning and consideration for the horse
5. Builds the confidence of the rider, control of horse, and ability to do what is asked
6. Leads to recreational and competitive experiences suitable to various riding levels and consistent with the teaching goals, such as showing, hacking, trail riding, eventing, and hunting

The Horses

A good teaching program should have horses schooled for each level taught. There should be an appropriate number of elementary level horses to meet the needs of the lower level riders. These horses should not only be of good temperament, sound and of a suitable size, but also schooled well enough to respond to elementary control techniques such as voice, weight, tapping leg, check release and opening rein. They should be mentally and physically stabilized to the point that they will be able to maintain the gait and speed asked on loose rein with a minimum of control techniques.

Upper level students will need a variety of horses that respond to elementary control techniques and that may be ridden on contact or on the intermediate control level to produce a more smooth and precise performance. A good summary of the different schooling levels for the teaching program's horses are the NASPE-NAGWS Rated Rider testing levels in this booklet. The Qualifying Test describes what and how a horse should be able to perform on the elementary level; the other tests describe desirable schooling levels of horses for teaching intermediate riding. A pupil cannot learn to ride efficiently at the intermediate level on an elementary horse nor can a beginner learn to ride as quickly or safely on an intermediate horse. Further, the intermediate horse's responsiveness to intermediate control techniques such as weight, squeezing leg, give and take, and direct rein aids will diminish if ridden by beginners with unstable positions and crude aids, which are often abusive.

A green horse in the program could offer good experience to a high intermediate or advanced pupil only if the pupil knows the elementary control and techniques thoroughly and the intermediate control tech-

niques and rides well on at least the high intermediate level. The young horse cannot be schooled to a level higher than the regular rider.

The horses will become more consistent and useful for teaching if the techniques of riding that relate to a complete and practical system are adhered to thoughtfully by the instructors and riders in the program. Otherwise, the results are chaos and frustration for pupils and teachers, and especially for the horses.

Stable Management

Stable management is the proper organization of the facilities, equipment and labor to provide economic, efficient and healthy care for the horses. The facilities should be well-planned for their purpose — to teach riding. Pupils should be able to maneuver safely about the stable in learning to handle, groom and care for the horse. The facilities and management should also provide for simple supervision of students, labor and horses. The horses should be in good flesh, muscled and well-groomed. The tack should be clean and stitching maintained. Horses should be turned out to be free on a regular basis; worked on a varied schedule to include the right amount of flat and jumping; and worked in different settings such as hacking out, in the ring, and in an open field. Each horse should have a day off per week. Good stable management combined with modern schooling and consistent riding techniques should produce horses that work happily, willingly and consistently in the teaching program.

Teaching Facilities

There should be sufficient, safe and accessible teaching facilities available. If the teaching program is directed toward riding hunters there should be facilities for working in a ring, in an open area, over uneven terrain, and cross-country. The footing should be safe and conducive to sound horses. Essential equipment such as cavaletti poles, combinations, and varied jumps and obstacles must be available. Regardless of the type and objectives of riding, the necessary working areas and equipment must be accessible to pupils and safe for use. The footing, arrangements of fencing, and type of equipment should be in good condition and constructed to prevent accidents.

Most people can accept the definition of horsemanship as obtaining the best possible performance from the horse using the least amount of the horse's nervous and physical energy. This task requires a thoughtful method. We must consider a system that approaches the schooling of the green or elementary level horse, the intermediate level horse, and the advanced level horse in carefully integrated

stages with specific riding techniques and theory for each stage. The same system must also have stages of progression for the pupil that relate to the rider's position and control techniques to the horse's movements and function and the stage of schooling.

The NASPE-NAGWS National Riding Committee riding clinics provide an opportunity for riders and especially teachers to receive assistance in developing a riding and schooling system and a teaching method. The opportunity to exchange ideas with other instructors and raise questions is of great value to the teacher. The NASPE-NAGWS National Committee rating centers can be an excellent evaluation of one's progress in learning or developing a modern riding system. Working independently to prepare for the mounted and theory tests and then receiving an evaluation of one's progression can be an invaluable learning experience for both riders and teachers.

Policy Concerning Advertising and Terminology

Only nationally rated riders with a current number 1 or 2 rating and National or Local Judges may indicate their rating by the NASPE-NAGWS National Riding Committee in any brochure, advertisement or news release. Only the following wording may be used:

Rated Rider
NASPE-NAGWS National Riding Committee

or

National (or Local) Judge
NASPE-NAGWS National Riding Committee

Inasmuch as most individuals who attend instruction and rating centers are either riding instructors or potential riding instructors, confusion occasionally arises as to what the ratings mean. As our organization is set up, it is the skill in and knowledge of the sport that is rated, not the candidate's ability as an instructor. Therefore, an individual holding a rating can term him or herself "an instructor holding a NASPE-NAGWS National Riding Committee Rider Rating" or "Judge's Rating" but not a "certified instructor" or a "rated instructor."

It is the responsibility of the chair of each rating center to acquaint candidates with the correct terminology and to see that a news release be given to an appropriate periodical as to the names and addresses of those individuals who received rider ratings at that center.

Annotated Bibliography

This bibliography is presented to assist in providing material to prepare for both the theoretical and practical phases of the rated rider examinations and to suggest interesting reading that might be useful to certain riders and instructors. It is not a complete bibliography.

Forward Riding

Chamberlain, Harry D. *Training Hunters, Jumpers, and Hacks*. New York: Arco Publishing Co., 1972. A theoretically sound book on forward riding for the experienced rider.

Dillon, Jane. *A School for Young Riders*. New York: Arco Publishing Co., 1960. A good introduction — especially for children — to the theory and practice of forward riding.

Kulesza, Severyn. *Modern Riding*. New York: Arco Publishing Co., 1975. Less comprehensive than Littauer, but the primary fundamentals of forward riding are well presented.

Littauer, Vladimir S. *Common Sense Horsemanship*. 2nd ed. New York: Arco Publishing Co., 1972. A basic text that covers the theory of forward riding; techniques of elementary, intermediate and advanced position, control and schooling; and how to teach forward riding. The most important work used for the rated rider examinations.

Special Interest

Abby, Harlan C. *Showing Your Horse*. New York: A.S. Barnes, 1970. Light on theory, but chapters by David Kelley, Rodney Jenkins, George Morris and others make interesting reading.

deRomasskan, Gregor. *Riding Problems: Basic Modern Riding Technique*. Brattleboro, VT: Stephen Greene Press, 1969. Especially good in analyzing the classical dressage and forward riding systems and their relation to the horse's movement and the rider's position.

deRomasskan, Gregor. *Fundamentals of Riding*. Garden City, NY: Doubleday, 1964. Basically a sound riding book for the rider who well-read enough to be discriminating.

Dillon, Jane. *Form Over Fences*. New York: Arco Publishing Co., 1961. Photographs arranged in groups showing poor, good, better and best form in jumping. The reader is invited to judge each group before reading the accompanying critique.

Felton, Sidney W. *The Literature of Equitation*. New York: British Book Center, 1967. An excellent review of riding theory developments through historical publications. Reprinted for use by the U.S. Pony Club.

Littauer, Vladimir S. *How the Horse Jumps*. London: J.A. Allen & Co., 1973. A well-researched and astute study, highly recommended for the serious rider.

Littauer, Vladimir S. *Schooling Your Horse*. New York: Arco Publishing Co., 1956. An outstandingly sound and realistic approach to schooling hunters and jumpers. Highly recommended.

Morris, George. *Hunter Seat Equitation*. Garden City, NY: Doubleday, 1971. Recommended for juniors competing in equitation classes primarily because of the section that provides a clear presentation of riding etiquette or rules of the game in AHSA horsemanship classes. Well written by a leading riding coach.

Santini, Piero. *The Caprilli Papers*. London: J.A. Allen & Co. 1967. Deals with Frederico Caprilli, the person credited with revolutionizing riding. A must for historical perspective of the development of riding theory. A very intelligent and simple statement of the forward riding system.

Wright, Gordon. *Learning to Ride, Hunt and Show*. Garden City, NY: Doubleday, 1966. Primarily for the show-oriented rider; short and easy to grasp.

Western Riding

Fundamentals

Jones, Suzanne Norton. *The Art of Western Riding*. North Hollywood, CA: Wilshire Book Co., 1966. Covers all phases of western riding from intermediate to advanced, horse showing, how to teach, and schooling.

Manual for Teaching Western Riding. Washington, D.C.: American Association for Health, Physical Education, and Recreation, 1970.

Williamson, Charles O. *Breaking and Training for Stock Horses*. 6th ed. Hamilton, MT: Charles O. Williamson (Box 506), 1968. Emphasis on the schooling of western horses of all types. Includes the fundamentals of riding.

Young, John Richard. *The Schooling of the Western Horse*. Norman: University of Oklahoma Press, 1954.

Special Interest

Davis, Deering. *The American Cow Pony*. New York: D. Van Nostrand Co., 1962.

Denhardt, Robert. *The Horse of the Americas*. Rev. ed. Norman: University of Oklahoma Press, 1975.

Foreman, Monte. *Horse Handling Science*. Vols. 1-3, Ft. Worth, TX: Horse Handling Science (Box 9371), 1970.

Jones, Dave. *Practical Western Training*. New York: Arco Publishing Co., 1968. Author describes this book as "what I've learned in 25 years as a horse trainer." Covers every step of training.

Levings, N. Patricia. *Training the Quarter Horse Jumper*. New York: A.S. Barnes, 1968. Presents a method of training to the quarter horse owner and rider so that he will be able to school his horse in competition in AQHA jumper and hunter classes.

Stewart, Dwight. *Western Horsemanship, Showmanship*. New York: Vantage, 1973. An informative book on horse training in a humane manner, with the first step involving gaining the horse's confidence. Fully illustrated.

General Interest For Both Forward and Western Riding

Adams, O.R., DVM. *Lameness in Horses*. 3d ed. Philadelphia: Lee & Febiger, 1974. For advanced riders and instructors. Special emphasis given to lameness of the foot.

American Horse Show Association. *AHSA Rule Book*. New York: the Association, 1976-77.

Edwards, R. Hartley. *Saddlery*. New York: British Book Center, 1972.

Gianoli, Luigi. *Horses and Horsemanship Through the Ages*. New York: Crown, 1974. Comprehensive work on the horse from the Pleistocene epoch to the present day.

Goodall, Daphne Machin. *Horses of the World*. Rev. ed. New York: Macmillan, 1973. Photographs of breeds of horses and ponies around the world.

Jones, William E., DVM, and Bogart, Ralph. *Genetics of the Horse*. Ann Arbor, MI: Edwards Bros., 1971. A good introduction to evolution, heredity, environment, reproduction and breeding systems, and genetics of the horse.

Littauer, Vladimir. *The Development of Modern Riding*. New York: British Book Center, 1972. A well-written and documented historical development of horsemanship.

Saunders, George C. *Your Horse*. Rev. ed. New York: D. Van Nostrand Co., 1966. A very sound and practical book on all problems of stabling and care of the horse.

Smith, R.N. *An Anatomy of the Horse*. New York: R.N. Smith (131 Warick Street), 1971. Clever illustrations of the horse's anatomy with index and short explanations for each part and system.

Smythe, R.H. *The Horse: Structure and Movement*. West Orange, NJ: Alber Saifer, Publisher (Box 56), 1967. An excellent presentation of the study of the horse's structure and of the horse in motion.

Trench, Charles Chenevix. *A History of Horsemanship*. Norwich, England: Jarrold & Sons, 1970. A highly acclaimed and well-presented history of educated riding.

Tuke, Diana. *Bit by Bit*. New York: A.S. Barnes & Co., 1965. An interesting work on the art of bitting, the many variations of bits, and current bits, with a historical perspective.

APPENDIX

NASPE-NAGWS National Riding Committee 1978-1979

Lendon F. Gray, Chair
National Riding Committee 1978
Summer Address:
RFD #1, Miles Road
Dixmont, ME 04932
(207) 234-2480
Winter Address:
Rt. #1, Box 188A
Buhl, AL 35446
(205) 759-1900

Nancy H. Rice, Coordinator
Forward Riding Section
1978-1979
Box 88
Sweet Briar, VA 24595
(804) 381-5271

Cathy Horton, Coordinator
Western Riding Section
Rt. 2, Box 177
Canyon, TX 79015

Tracey P. Perrin
National Chair-Elect 1978
Dover Farm
Manakin-Sabot, VA 23103
(804) 784-5702

Claire Parker
National Chair-Past 1978
Running Fox Farm
Stuarts Draft, VA 24477
(703) 337-1068

Diane Cody, Chair
Publications and Publicity
1400 Rolling Hills Drive
Graham, TX 76046
(317) 549-1431

Nancy Bell, Coordinator
Job Placement Services for
Rated Riders
Camp Green Cove
Tuxedo, NC 28784
(704) 692-6355

Marilyn McClelland, Coordinator
Intercollegiate Championship
Rt. 3, Box 12E
Amherst, VA 24521
(804) 946-2495

Consultants to the
National Riding Committee
NASPE Consultant,
Gordon Jeppson
(202) 833-5536
NAGWS Consultant,
Karen Johnson
(202) 833-5540

National and Local Judges
National Riding Committee, Fall 1978

FORWARD RIDING SECTION

National Judges

Name & Address	*Expiration Date*	*Rating*
Bailey, Clayton E. 370 Woodland Avenue Lynchburg, VA 24503	Advisor	N # 1
Baker, Pam Cantwell Rt. 2, Box 2292 Virginia Beach, VA 23456	5/77	N # 1
Belser, Mrs. C.H. 811 Albion Road Columbia, SC 29205	6/78	N # 1
Cantwell, James A. Rt. 2, Box 2292 Virginia Beach, VA 23456	7/77	N # 1
Cox, Mrs. Robert Rt. 1, Box 26-A Forest, VA 24551	8/77	N # 1
Cronin, Paul D. Box 6 Sweet Briar, VA 24595	1/79	N # 1
Dillon, Jane M. 9710 Clark Crossing Road Vienna, VA 22180	6/78	N # 1
Gray, Lendon RFD 1, Miles Road Dixmont, ME 04932	1/79	N # 1
Harder, Lois 715 Deacon Road Fredericksburg, VA 22401	7/77	N # 1
Haynes, Hanora Broadacres Farm Sudbury, MA 01776	1/78	N # 1
Kollock, Fenwick 4201 Cathedral Avenue, N.W. Washington, D.C. 22216	8/77	N # 1
Lee, Marion 3525 N. Dinwiddie Street Arlington, VA 22207	6/78	N # 1
Littauer, Captain V.S. Syosset Long Island, NY 11791	Advisor	N # 1

Little, Faye 8200 Meadowbrook Lane Chevy Chase, MD 20015	5/77	N # 1
Parker, Mrs. Davis Box 88 Stuarts Draft, VA 24477	5/78	N # 1
Perrin, Mrs. Coleman Dover Farm Manakin-Sabot, VA 23103	1/79	N # 1
Rogers, Harriet Sweet Briar, VA 24595	Advisor	N # 1
Russell, Kay North Fork School of Equitation Purcellville, VA 22132	5/78	N # 1
Sydnor, Mrs. Kit Rt. 2, Box 195 Forest, VA 24551	5/78	N # 1
Thompson, Jan 8519 Palace Drive, Buckingham Park Kelseyville, CA 95451	6/78	N # 1
Walter, Fran 3125 Garden Circle, #24 Shingle Springs, CA 95682	5/78	N # 1
Local Judges		
Beisel, Caroline Rt. 1 Olsburg, KS 66520	5/78	L # 2
Gann, Alice Chatham Hall Chatham, VA 24531	6/78	L # 2
McBrien, Janet Goucher College Towson, MD 21204	8/77	L # 2
Midgett, Mrs. Ralph Rt. 1, Box 1067 Virginia Beach, VA 23456	1/77	L # 2
Osann, Mrs. Robert Sweet Briar, VA 24595	1/79	L # 2
Phillips, Cyndie Rt. 11, Box 521 Spokane, WA 99200	6/77	L # 2
Pope, Mary Lou Box 1285 Oroville, CA 95965	6/77	L # 2

WESTERN RIDING SECTION

National Judges

Freeman, Eleanor
Box 308
Wheeler, TX 79096

Kihlstrom, Mary
Box 451
Steamboat Springs, CO 80477

Krontz, Sally
Rt. 1, Box 29A
Maywood, NE 69038

Martin, Jean
Buffalo Trail Ranch, Rt. 3
Dubuque, IA 52001

Shannon, Elizabeth
Box 1035
Clifton, AZ 85533

Wright, Bittsy
4118 N.E. Davison, Apt. 218
Kansas City, MO 64116

Local Judges

Aitkenhead, Dottie
Woodedge Stables
Borton's Landing Road
Moorestown, NJ 08057

Allen, Bob
Woodedge Stables
Borton's Landing Road
Moorestown, NJ 08057

Bailey, Betty
Box 1601
Pampa, TX 79065

Cody, Diane
1400 Rolling Hills Drive
Graham, TX 76046

Horton, Cathey
Rt. 2, Box 177
Canyon, TX 79015

Kosanke, Colleen
Ward Star Route
Jamestown, CO 80455

Peek, Clare
Clark Rural Route
Steamboat Springs, CO 80477

Phillips, Cyndie
Rt. 3, Box 38A
Deer Park, WA 99006

Poffenberger, Marilyn
2935 24th Street
Sacramento, CA 95818

Roper, Jessie
Rt. 1, Box 2310
Davis, CA 95616

Smallwood, Chuck
P.O. Box 703
Canyon, TX 79016

Traylor, Jeanette
4841 Karnes Avenue
Santa Maria, CA 93454

Wheeler, Chester
Mystic Route
Steamboat Springs, CO 80477

Wither, Sally
Box 507
Steamboat Springs, CO 80477

Official Publication and Other National Equestrian Organizations

Official Publication of the National Riding Committee
The Chronicle of the Horse
Berryville, VA 22611

Quarter Horse Journal
American Quarter Horse Association
Amarillo, TX 97168

For information regarding the United States Equestrian Olympic Team, contact:
United States Equestrian Team
Gladstone, NJ 07934

For information regarding the rules and regulations of horse show competition in the United States for all breeds, contact:
American Horse Show Association, Inc.
527 Madison Avenue
New York, NY 10022

For information regarding Combined Training in the United States, contact:
United States Combined Training Association
One Winthrop Square
Boston, MA 02110

Intercollegiate Competition

The *Intercollegiate Horse Show Association's* (IHSA) Executive Director is the official representative to the National Riding Committee. For information regarding the IHSA, please write:

R.E. Cacchione
Executive Director, IHSA
480 Halstead Avenue
Harrison, NY 10528

The National Riding Committee has devised a Three Phase Event Competition for Intercollegiate State and National Championships. The competition is based on horsemanship and the phases are Written Theory; Dressage Sportif; Cross-Country; and Stadium Jumping. The details follow on pages 47-60.

STATE, REGIONAL AND NATIONAL RIDING CHAMPIONSHIP "THREE PHASE EVENT" RULES AND PROCEDURES

I. **Name and Purpose**

The name of the competition shall be the Intercollegiate Riding Competion — Three Phase Event

Purpose

This competition shall endeavor to organize and stimulate interest in intercollegiate riding and an Intercollegiate Riding Championship.

II. **Membership**

Any college interested in participating is eligible for membership.

Coordinator and Host College

A. The coordinator college shall be the chair of the state/regional riding committee.

B. Each year, any college may volunteer to hold the State/Regional Riding Championship.

C. Applications to hold the championship must be submitted to the State/Regional Riding Committee in July for the following college year. Not later than September first the host college will be selected by the State/Regional Committee for its championship and by the National Riding Committee (NRC) for its championship.

Rules and Ethics Committee

Each State/Regional Riding Committee shall have a sub-committee on Rules and Ethics. This committee will concern itself with the rules, attitudes, behavior and conduct at the Intercollegiate State/Regional and National Three Phase Championships by all involved in the Intercollegiate Riding Competition. Any violations shall be brought before the committee, in writing, and the ethics sub-committee will set and enforce the penalties for any violations.

The National Riding Committee (NRC) will have a Coordinator of Intercollegiate Championship competition. All matters pertaining to this competition will be submitted to the NRC via this Coordinator.

Changes of rules, regulations and policies must have final approval of NRC.

III. **General Rules**

A. In cases of riders entered and not exhibiting, the entry fee will be forfeited.

B. Exhibitors' numbers will be provided at the competition and must be worn in such a way as to be clearly visible to the judge during the competition.
C. A riding helmet must be worn in the Forward section. No exhibitor will be allowed to enter the competition — riding phase — without a helmet. Riders without a helmet will be eliminated. The Western section does not require a helmet.
D. No person will be allowed in the competition area during the time of judging except those with duties to perform.
E. The Intercollegiate Championship's Technical Delegate will be called to the area of any conflict during the competition. If any changes or decisions are made by the Technical Delegate, then that decision must be placed in writing including the rider's name and/or number, the horse's name, the class number and a brief description of the incident. The report is sent to the rules and ethics committee.
F. The Technical Delegate oversees the rules and regulations of the competition.
G. The NRC will annually compile a list of approved Technical Delegates. The organizing college must select a Technical Delegate from this list who is not connected with any of the competing colleges.
H. More than one college may work together on running a state/regional/national championship.
I. A written program must be provided and all entries must be listed in the program. (See section: Notes on preparing a program)
J. The State/Regional Riding Committee/or the host of the Championship/or the NRC will not be responsible for any accident which may occur to or be caused by any person or animal at the show; neither will the college riding teams or the stable be responsible. Each college team will be responsible for the health and safety of its own members.
K. An ambulance or emergency service must be present at all riding phases.
L. No schooling on the course is allowed once the competition has started. Practice fences must be provided and a warm-up area. Schooling on the course is determined by the host. Their schooling policy must be stated in their prize list. If schooling is not allowed no horse or rider entered may have schooled any fence in any phase 60 days prior to the competition.
M. Dress — Forward Section: Hunting attire must be worn for all mounted phases. Protective headgear is required; a safety helmet with a secure strap is strongly recommended. Blunted spurs and/or a crop less than 30" long may be used.

Dress — Western Section: Riders should wear western hat and cowboy boots. Spurs and chaps may be worn at the option of the rider. Clothing must be clean, workmanlike, and neat.

N. Tack — Forward Section:

Dressage Sportif phase: A leather bridle with a snaffle bit is required. The snaffle cannot be a twisted metal, twisted wire, or any other severe bit. Martingales are not permitted.

Cross Country and Stadium Jumping phases: A snaffle bit or pelham may be used. Martingales are permitted; however, the judge may penalize an overly tight martingale.

All phases: No side reins, dropped noseband, draw reins, boots, bandages or blinkers can be used. Any bit that is overly cruel to the horse is forbidden. Two examples are twisted wire and gag snaffles.

An English saddle must be used.

Tack — Western Section: Exhibitors must use a western saddle and tack. The saddle must fit the rider. It may be slick or swelled fork, having a high or low cantle, but must definitely be sized to the rider. A half-breed, spade, snaffle or curb bit may be used with split reins or romal. Mechanical hackamores, tiedowns, running martingales and draw reins are prohibited. Hobbles and rope or riata are optional. Silver equipment may be used but shall not be given preference over good working equipment. The use of shoes, other than standard horseshoes, is to be discouraged and may be penalized by the judge.

Whenever this handbook refers to "Hackamore", it means the use only of a rawhide braided, or rope bosal. It does not refer to a so-called "Mechanical Hackamore". Absolutely no iron will be permitted under the jaws regardless of how padded or covered. Whenever this handbook refers to "Romal", it means an extension of braided material attached to closed reins. This extension is to be allowed to be carried in the free hand with a 16 inch spacing between the reining hand and the free hand holding the Romal. The Romal shall not be used forward of the cinch or used to signal or cue the horse in any way. Infraction of this rule will be severely penalized by the judge.

IV. **Riders**

A. A rider must be a full-time undergraduate college student at the time of the championship and the college must be a member of the State/Regional Riding Committee. A rider will have four years eligibility, not necessarily in succession. No requirements on horse ownership. If needed in case of distance, inquire with the host college about borrowing a horse.

B. Entries from each competing college must be approved by authorized staff personnel of that college.

C. Judges

1. There must be two judges. Judges must be approved by the AAHPER National Riding Committee. These will be the National and Local judges listed in the current *Riding Standards*. In addition an approved list of AHSA Hunter, Hunter Seat Equitation, AQHA and AHSA Western judges is available from the National Riding Committee.
2. No judge will be allowed to judge a State Championship and the National Championship in the same year.

V. **Entries and Fees**

A. Entries must be sent in by the deadline set by the host college, which shall be no later than 15 days before the State or National Championship.

B. Each college will designate a maximum of four riders who will represent the college as a team for the State Championship. Other riders may compete as individuals.

C. Entry fees for the State and National Championship must be paid in accordance with the wishes of the host college.

VI. **Results**

A. Results of each State/Regional and National Championship must be sent to the National Riding Committee via that committee's coordinator of Intercollegiate Competition immediately after the competition.

VII. **State/Regional Competitions**

A. State/Regional Championships must be held on or before the last weekend in March.

B. The winning college team from each state/region will be eligible to field a team in the National Championship. In the event the winning team cannot go, the second place team may represent the state.

VIII. **National Intercollegiate Championship Competition**

A. The National Intercollegiate Championship Competition will be held in March, April or May.

B. In order to qualify for the National Championship:

1. A college must be a State/Regional Championship College Team or the top two state/regional individual competitors.
2. In case of a tie, the tie will remain and the colleges involved in such a tie for the National Championship will share the title for one year and both be put on the trophy.
3. In the case where there is no Regional Championship the NRC will determine eligibility for the National Championship.

IX. **National Championship Show Host**

A. The National Championship will be held in the various regions of the United States on a rotating basis each year.

X. **Rule Changes**

A. Rules are revised annually at the August meeting of NRC. Revisions should be discussed at state meetings and submitted in writing to the NRC via the Coordinator of the Intercollegiate Competition by July 15.

General Information

Check List for Prize Lists

The following information should be given:

1. State that the Competition will be run in accordance with the rules of the American Alliance for Physical Education, Health and Recreation — National Riding Committee.
2. Location, name, address, phone number.
3. Directions to the Competition and time estimate for travel — using the nearest main city as a reference point.
4. Starting time, registration time, time schedule of phases.
5. Names of judges, closing date for entries and fees should be clearly stated. Policy concerning schooling should be clearly stated.
6. State clear information about lodging and food.

Check List for Preparing Programs

1. An alphabetical list of colleges entered with their individual team members and their numbers should be included in the program.
2. A blank page should be avoided for writing in the names of college teams members when they are announced.
   The secretary should have one copy of the program that contains all changes, corrections, scores, scratches, substitutions and results. This shall be the official copy of the championship and shall be turned over to the National Riding Committee after the championship.

Hunter/Jumper/Forward Riding Section

1. The competition will consist of three phases:
   1) Dressage Sportif/Dressage for the Sporting Horse
   2) Cross Country Jumping
   3) Stadium Jumping

Phase I: Dressage Sportif:

A program ride furnished by the NRC will be used. The competitors will be expected to demonstrate a good intermediate level of riding. The competitor will be judged on his ability to demonstrate a good position and use of intermediate control techniques to get a good intermediate performance. Soft and precise control is required at gaits, transitions and all movements. Primary aim is a soft but definite cooperation of rider's hands and legs with horse's efforts and reactions, with the ride mechanically correct from beginning to end.

The ride is performed on soft contact throughout unless otherwise specified, arms following the balancing gestures of the neck.

The horse must be relaxed, alert, connected and have impulse forward at all speeds. The horse should accept the bit with head and neck extended and mouth closed.

Transitions should be soft and gradual but precise.

Horse moves on the line.

The required ring size is 175′ x 115′ minimum/200′ x 130′ maximum.

Judging:

Judges may sit wherever desired, but it should be the same for all participants. If there is more than one judge, then their total scores will be averaged.

Phase II: Cross Country Jumping:

The participants will be judged on their ability to demonstrate a good position and use of intermediate control techniques to get a good working performance including soundness, manners, and way of going as a mount to hounds or a well schooled Cross Country horse. The horse should go on soft contact, be connected, have impulse, move with long, low strides, maintain an even pace, jump with even arcs, jump out of stride, and fold evenly. The horse should accept the bit with head and neck extended and mouth closed.

The horse moves on the line.

The rider's arms should follow the balancing gestures of the horse's head and neck.

Course:

The course should be about one mile long, consisting of 10-12 obstacles over varied terrain simulating hunting coun-

try or natural cross country fences.

The course must consist of at least one of *each* of the following:

A. drop fence
B. uphill fence
C. upright fence
D. spread

The course must consist of at least two of the following:

A. bank
B. ditch
C. trakener
D. splash

Fences should be between 3' x 3'6" in height except for banks, ditches and splashes. The spread at the top of the fence should not exceed 3'11" while the spread at the base of the fence should not exceed 5'7".

The course should encourage good riding so the degree of difficulty should be geared to the level of the majority of the participants.

Judging:

The number of judges required will depend on the layout of the course. The main judge should sit where he/she can see most of the fences.

Phase III: Stadium Jumping:

The course is to consist of 8-10 fences over a tight and twisting course. The height of the fence is to range from 3' to 3'6" except for ditches, banks and water jumps. Water jumps shall not exceed 8'2" in width. The spread on obstacles with height shall not exceed 3'11" at the top of the jump or 5'3" at the base of the jump.

The rules of the United States Combined Training Association for the Stadium phase will be used where applicable. The round will not be timed.

Scoring:

Dressage Sportif:

Each movement will be given a score from 1 to 10 with 10 the highest. The score given for each part of the general impressions will be multiplied by the appropriate coefficient indicated on the scoring sheet. The scores for each movement and general impressions will be added together for the total score. The total scores are ranked in descending order. The use of the voice is not penalized.

Cross Country Jumping:

For each fence the judge will give:

1) a score from 1 to 10 for the rider's position

2) a score from 1 to 10 for the rider's technique (i.e., contact, following arms, rating).
3) a score from 1 to 10 for the horse's performance (i.e., even pace, even arc, jumping out of stride).

The following penalties will be deducted from the overall cross country score:

1)	Each refusal or disobedience	25
2)	Each knockdown	10
3)	Failure to jump an obstacle at place designated	50
4)	Fall of horse	100
5)	Fall of rider	50
6)	Three refusals at same fence	Elimination
7)	Failure to rectify mistake in course	Elimination

If a rider goes off course (not jumping fences in order designated) he is penalized for a refusal. If he does not correct his mistake then he is eliminated.

The three positive scores from each fence are added, then the penalties are deducted. The remaining score is added to the dressage sportif score. The top scorers after the 2 phases are ranked again in descending order.

Stadium Jumping:

Penalties:

1)	1st disobedience	10 penalties
2)	knockdown	10 penalties
3)	2nd disobedience in whole test	20 penalties
4)	3rd disobedience in whole test	Elimination
5)	Fall of horse and/or rider	30 penalties
6)	Jumping obstacle in wrong order	Elimination
7)	Error of course not rectified	Elimination

The penalties are added up then deducted from the score for the cross country/dressage sportif. The final scores are ranked in descending order.

For each team the top 3 scores in each phase are used to get the team score.

Optional Fourth Phase: Forward and Western Competitions

Written theory examination provided by the National Riding Committee will be made up of riding theory questions and horse science questions. The point value of each question will be given in parenthesis beside the question. The judges will grade the test and a trophy and ribbons will be awarded to the 4 best tests.

Recommended texts as reference:

Hunter Seat Equitation by George Morris, Chapters 6, 7, 8

Training Hunters, Jumpers and Hacks by H.D. Chamberlain, Chapters I, II, III

Common Sense Horsemanship by V.S. Littauer, Chapters VI, VIII, IX, XI, XVII, XVIII: Charts on pages 103-105, 324, 326-327

Modern Riding by S.R. Kulesza, Chapters 2, 3

Horses in Health and Disease by James L. Naviaux, D.V.N., Chapters 1, 2, 3, 4, 8, 9, 10, 11, 12, 13

The Art of Western Riding by Susan Norton Jones, Wilshire Publishing Co., N. Hollywood, Calif. 91605

Manual for Teaching Western Riding - AAHPER, 1201 Sixteenth Street, N.W., Washington, D.C.

Practical Western Training, Dave Jones. New York: Arco Publishing Co., 1968

Horse Handling Science, Monte Foreman, Vols. 1-3, Ft. Worth, Texas: Horse Handling Science (Box 9371), 1970

Riding Standards - AAHPER, 1201 Sixteenth Street, N.W., Washington, D.C.

Western Riding Section

The competition will consist of three phases:

1. Arena Test/Dressage Sportif Phase
2. Trail Class
3. Western Horsemanship

Phase I: Arena Test Phase:

A program ride provided by the NRC and designed for the western horse will be used. This ride is done mainly at slow speed with emphasis on the rider's position. A rein in each hand may be used for better control and voice commands are allowed. Primary aim is a soft but definite cooperation of rider's hands and legs with horse's efforts and reactions, with the ride a mechanically correct intermediate performance from beginning to end.

The horse must be relaxed, alert, connected and have impulse forward at all speeds. The horse should accept the bit with head and neck extended and mouth closed. The rider's arms should follow the balancing gestures of the horse's head and neck at the walk and lope.

Judging:

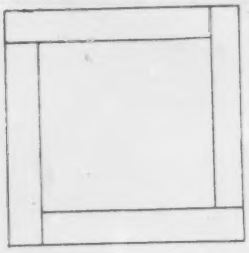
Judges may sit wherever desired, but it should be the same for all participants. If there is more than one judge, then their total scores will be averaged.

Phase II: Trail Class

1. This class will be judged on the performance of the horse at the three gaits, performance over the obstacles, response to the rider, and intelligence. It is to be

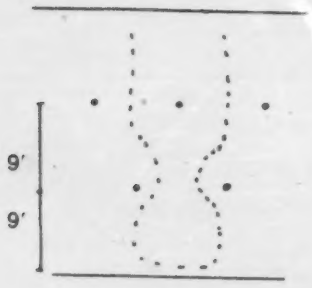
judged 60 percent on work over the obstacles, 30 percent on rail work, and 10 percent on conformation.

2. The judge has the option to ask only the finalists to work on the rail. Horses to be shown at a walk, trot, and lope: both ways of the ring (on correct leads) with a reasonably loose rein and without undue restraint. Excessive speed is to be penalized. The judge shall have the right to ask for additional work of this same nature from any horse.
3. Six obstacles will be used: three of which will be mandatory and three others selected from the approved list. The gait between obstacles shall be at the discretion of the judge.
   A. Mandatory obstacles are:
      1. Opening, passing through, and closing gate. (Use a gate which will not endanger horse or rider.)
      2. Ride over at least four logs.
      3. Ride over wooden bridge.
   B. Optional obstacles are:
      1. Water hazard (ditch or shallow pond.)
      2. Hobble or ground-tie horse at contestant's option.
      3. Carry object from part of arena to another. (Only objects which reasonably might be carried on a trail ride may be used.)
      4. Back horse through "L" shaped course.
      5. Put on and remove slicker.
      6. Dismount and lead horse over obstacles not less than 14 inches high or over 24 inches high.
      7. Remove and replace materials from mailbox.
      8. Back through and around three markers set in a triangle or line.
      9. Side pass.
      10. The obstacle consisting of four logs or rails, each 5 to 6 feet long, laid in a square as shown below. Each contestant will enter the square by stepping over log or rail at designated side.



When all four feet are inside the square, rider will execute a 360 degree turn (right or left), pause and depart by stepping over log or rail immediately opposite side of entry.

11. Back through obstacles as shown. Beginning on either right or left of the center pole, each rider will back across the starting line, proceed through the center line poles, turn without touching the base line, back through the center poles and across the finish line on side opposite side of entry.



Starting line consists of 3 poles, 40" apart

Center line consisting of 2 poles, 40" apart

Baseline of chalk, rope, pole or other marker laying flat on the ground

4. Only one hand may be used on reins and hands must not be changed, except that it is permissible to change hands to work with an obstacle. Hand to be around reins. One finger between reins permitted.
   A. While horse is in motion, rider's hands shall be clear of horse and saddle.
   B. Spurs or romal shall not be used forward of the cinch.
5. Horse shall be shown with a stock saddle. Silver equipment will not count over a good working outfit.
6. A hackamore or a curb, snaffle, half-breed, or spade bit is permissible. Chain curbs are permissible, but must meet the approval of the judge, must be at least one-half inch in width, and must lie flat against the jaw of the horse.
7. No wire curbs, regardless of how padded or covered, nor no chin strap narrower than one-half inch will be permitted. A martingale or tie-down is prohibited.
8. Use of a rope or riata is optional. If used, the rope or riata must be coiled and attached to the saddle.
9. Riders shall wear western hat and cowboy boots. Spurs and chaps may be worn at the option of the rider.

Phase III: Western Horsemanship Phase:

1. Riders will be judged on seat, hands, ability to control and show horse. Results as shown by performance of the horse are NOT to be considered more important than the method used by the rider in obtaining them.
2. The judge will ask each rider to work individually. The individual works will be any of the maneuvers that the judge feels are necessary to determine the horsemanship ability of the rider.
   A. It is recommended that the judge post the pattern he will ask for at least one hour prior to the commencing of the class.
   B. Judging of the individual work will begin at the indication of the judge, and it stops at the end of the 30-second time period indicated by a signal from the ring steward or timer. Exhibitors shall leave the arena at the signal, regardless of whether or not they have completed the work prescribed by the judge.
   C. Failure to complete the pattern will not be a disqualification but shall be scored accordingly.
3. The judge will use these individual works to determine the top riders which he will call back for rail work.
4. Those selected riders will be required to work on the rail at the discretion of the judge.
5. The Horsemanship class is to determine the riding ability of the rider and the judge will bear this mind at all times.
6. Hands: Both hands and arms shall be held in a relaxed easy manner with the upper arms to be in a straight line with the body, the one holding the reins bent at elbow. Free hand will be partially closed and held near the belt with elbow bent causing the hand to be near but not against the body in front of that side; however, when using a romal the rider's off hand shall be around the romal with at least 16 inches of slack. Some movement of the arm is permissible, but excessive pumping will be penalized. Hands to be around reins. One finger between reins is permitted when using split reins but not with a romal. Reins are to be carried immediately above or slightly in front of the saddle horn. Only one hand is used for reining and hand shall not be changed. Reins should be carried so as to have light contact with the horse's mouth and at no time shall reins be carried more than a slight hand movement from the horse's mouth.

7. Basic positions: Rider should sit in saddle with legs and feet under the rider to form a strong base of support. The stirrup should be just short enough to allow heels to be lower than toes. Body should always appear comfortable, relaxed and flexible. Feet may be placed home in the stirrup with boot heel touching the stirrup or may be placed less deep in the stirrup. Riding with toes only in the stirrup will be penalized.
8. Position in motion: Rider should sit to trot and not post. At the lope he should be close to saddle. All movements of horse should be governed by the use of imperceptible aids. Exaggerated shifting of the rider's weight is not desirable.

Scoring Western Section

Phase I:

Each movement will be given a score from one to ten. The movement scores will be added, then ranked in descending order, the highest score being the best.

Phase II:

The performance through each obstacle will be given a score from one to ten.

The performance on the rail at the walk, jog, and lope will receive a score from one to ten.

Conformation of the horse will receive a score from one to ten. This sum will be added to the score for Phase I.

Phase III:

The rider will receive a score from one to twenty for his position.

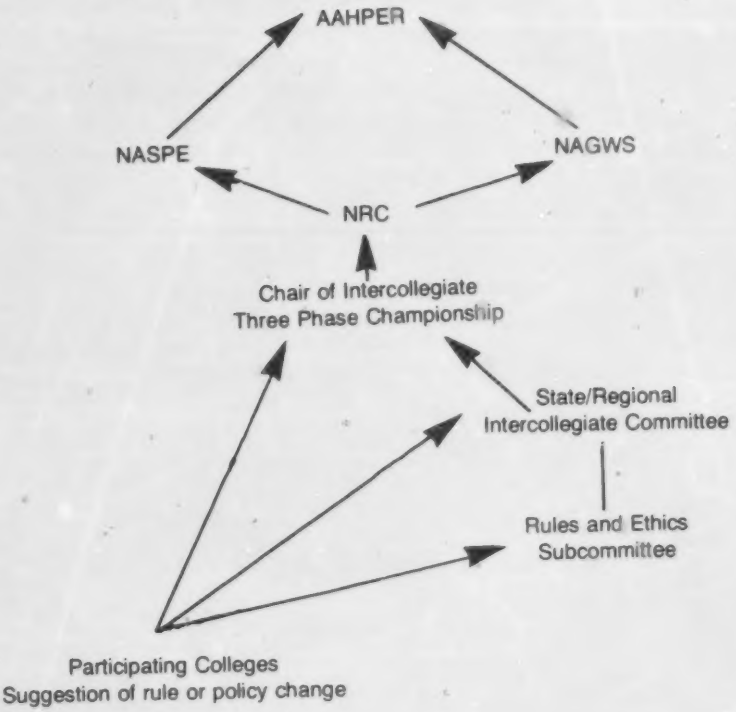
The rider will receive a score from one to twenty for control techniques and their effectiveness in getting a good performance. Score from one to ten for rail work.

This score will be added to the scores for Phase I and II. The scores are then placed in descending order with the highest the best.

Team scores:

The best three scores out of the team's four riders will be used for each phase.

Administration and procedure for rule or policy changes concerning Intercollegiate Three Phase Event Riding Championship:



For Intercollegiate Championship Program Ride for Hunters/ Dressage Sportif, Phase I, see page 69 and for Intercollegiate Championship Western Arena Test Phase I, see page 73.

Guidelines for Rating Centers and Instructional Clinics

Application forms may be obtained from the Section Chair for the types of center and clinics mentioned below.

I. **Rating Centers**

A. *Listed Rating Center* — To become a listed rating center an application must be made *annually* to the Section Chair and approved by the National Riding Committee. Applications for the new year should be completed by May of the preceding year. Provisions to have a listed center are:

1. A National Riding Committee representative approves the riding testing stations, stabling and other requirements as stated on the listed rating center application form.
2. At least two rating centers are offered annually on approved dates.
3. At least one scheduled rating center must be accompanied by a sponsored clinic which must be two or more days in duration.
4. One judge of each rating center is selected by the Section Chair.
5. The rating center coordinator is present during all the testing and insures that all the policies and requirements of the National Riding Committee, as stated in the publication are carried out, especially that tests are properly conducted in every detail.
6. The National Riding Committee will list in *Riding Standards*, advertise in riding publications and promote all listed rating centers approved for a given year.
7. The National Riding Committee reserves the right to reject any application or discontinue any listed rating center at any time.
8. *New applicants* to become listed rating centers should consider first having an NRC sponsored clinic.

B. *Temporary Rating Center* — During the development of more listed rating centers in certain situations a temporary rating center will be permitted under the following provisions:

1. A National Judge submits a temporary center application to the Section Chair.
2. Both the Section Chair and the National Chair give permission to hold the temporary center on the date requested. The Section Chair reports back to the applicant after receiving the application and contacting the National Chair.
3. One judge of the testing center is selected by the Section Chair.
4. The testing center site is to be held at the National Judge's own school or where he/she ordinarily teaches.
5. The testing center must meet all the requirements for the level(s) being tested without exception.
6. The center site must meet all the requirements outlined on the temporary rating center application form.
7. Temporary rating centers may not be held on a date within a four-week period of a listed center being conducted within a 250-mile radius.
8. A temporary rating center may not advertise in publications or mailings as a rating center.
9. The rating center coordinator is present during all the testing and insures that all the policies and requirements of the National Riding Committee, as stated in the publications, are carried out, especially that tests are properly conducted in every detail

II. **Instructional Clinics**

Clinics may be offered on a variety of subjects, including Riding, Teaching, Schooling, Camp Counselor preparation, and Rating Center preparation. A sponsored clinic applicant must meet the following conditions:

A. Submit an application for a National Riding Committee sponsored clinic to the Section Chair at least 90 days prior to the clinic date. Both the Section Chair and the National Chair must approve the sponsored clinic and date. The Section Chair will contact the National Chair and promptly notify the applicant.
B. The Section Chair or an appointed representative must inspect the clinic location and facilities prior to final approval.
C. All instructors must be rated riders. The Section Chair will assist in locating instructors if requested.
D. The head instructor must be approved by the Section Chair.
E. The clinic schedule and proposed instructional outline for the clinic program must be approved by the head instructor and the Section Chair prior to the clinic.
F. In addition to the teaching staff, a clinic coordinator is ap-

pointed and available throughout the clinic. Under the guidance of the head instructor, the coordinator insures that the clinic schedule is carried out, horses and equipment are prepared and put up properly, stations are ready for teaching, food and living accommodations are properly provided, etc.

G. Sponsored clinics will be promoted and advertised by the National Riding Committee.

H. Instructors should receive at least the minimum standard fee as designated by the National Riding Committee plus their expenses.

I. The clinic coordinator and instructors must complete a clinic evaluation form on the last day of the clinic. The evaluation is sent to the Section Chair.

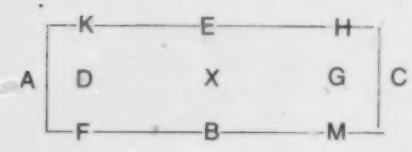
Any listed rating center is authorized to have a sponsored clinic within its approved years. Any sponsored clinic not in conjunction with a rating center must have advance approval of the Section Chair. A clinic application and an inspection of the site are not required. All other conditions for a sponsored clinic are required.

III. **Requirements for Approval: Forward Riding Section**

If a rating center or clinic is not held under the direct auspices of a college, university, school or similar educational institution, there should be an affiliation with one of these. Preference will be given to applicants having an educational institutional affiliation.

A. *Riding Facilities* — Minimum requirements: two work areas. All work areas should have suitable footing for safe use under a variety of weather conditions.

1. Flat - ring(s) or dressage-type arena
   a. Board fencing
   b. Minimum: 115′ x 175′; maximum: 130′ x 200′ (for testings)
   c. Standard dressage letters



2. Jumping — sufficient number and variety to design courses and construct combinations and gymnastics; minimum 10 sets moveable standards.
   a. Poles should be 4″ in diameter and 10′ to 14′ long. Standards should have holes every 3″ from 18″ to 4′ minimum.

b. There should be variety in color, material and type within accepted AHSA standards for Hunter courses — small brick walls, coops, ladders, brush boxes, etc.

3. Cross country or Field — uneven terrain preferred, if available.
   a. Jumps may be moveable or permanent. At least six must be able to be raised to 3½′ (for testings).
   b. Again, a variety of color, material and type is essential. See standards set up by ASHA for Hunter Outside courses.

B. *Horse Facilities* — Should be well described in information mailed to prospective participants, including cost, services, etc.
   1. Stabling — well-ventilated box stalls (10′ x 10′ minimum) for horses over 14.2 hands. Sufficient bedding on hand for stalls. Ability to supply good quality hay and grain, or published information should state that participants are to supply their own. Adequate labor to provide stall cleaning.
   2. Paddocks — safely fenced, individual paddock areas for turnouts. Hay supply, if no grazing available.
   3. Stalls and paddocks cleaned daily with proper manure disposal. Fresh water available in paddocks and stalls at all times.

C. *Dates* — When selecting clinic and/or center dates, coordinators must take into consideration the normal climate and weather conditions for their areas. For instance, those sites in the Northeast (e.g., New York) should not schedule clinics or centers in January unless they have suitable indoor facilities with enough warmth to prevent frozen footing, sufficient size 115′ x 175′ minimum, etc. Those sites in the Southeast (e.g., South Carolina) should not schedule sites for mid-July when heat and insects make work impossible for horse or rider.

Guidelines for Clinic and Center Coordinators

I. **Early Preparation Procedures**

Clinic packets are mailed by the Section Chair to coordinators in January. These packets include all forms, judging sheets, etc., for the current year except for the written tests which are mailed approximately three weeks before the rating center dates. By May of the current year, clinic coordinators should have completed the site application form, including specific dates for the next year.

A. *Budget:* Although National Riding Committee Clinics and centers are not designed as high profit-making endeavors, they are also not expected to cause a financial burden on those hosting the site nor on instructors and judges. The following areas should be considered in setting up your budget:

1. Judges' expenses — travel, room and board, instructional fees (clinics) or honorarium (Centers).
2. Administrative expenses — mailings, advertising, telephone, office hours, etc. Facilities — maintenance and labor.
3. Horse Use — board and labor (per school horse) *or* boarding fee for private horse owners.
4. National Riding Committee fees — *Riding Standards*, clinic fees, testing fees, observer fees, etc. A fee is to be charged to each person attending a NASPE-NAGWS clinic whether *observing or participating*. A fee is to be charged for each test level given at a NASPE-NAGWS rating center. This fee also applies to renewals.

   Clinic: two days or less - $5
   three days or more - $15

   Each Rating examination, Qualifying Level through Number 1 - $15

B. Selection of judges and instructors, in coordination with the Section Chair, should be done *early*.

1. Check with nearby clinics and centers so as not to duplicate their choice.
2. Plan not to duplicate judges and instructors for your own sites.

3. Check the rating center applications for test levels to insure adequate judge levels, i.e. at least one National Judge required for a number 2 or number 1 rating.
4. Send verification letters to judges and Section Chair.

C. Advertise through the NRC and local magazines. Send notices (postcard sufficient) to all previous clinic participants, giving dates and judges. (Your Section Chair can provide a mailing list of all NRC participants.)

D. Construct application and pertinent information to send to those responding to notices or advertising. Application should include:
1. Purpose and description of clinic or center. Rating center applications must ask level on which candidate wishes to be tested.
2. Exact dates, starting times and approximate finishing time; directions to the facilities and where to report upon arrival.
3. Approximate number of hours on horse and in lecture; approximate instructor-student ratio.
4. Name of judges and instructor with some background information on them.
5. Description of stabling, type of services included, feeding arrangements, fee, etc. Facilities should be well described.
6. Description and/or choice of housing and eating facilities and location in relation to stabling. Include approximate cost. Clothing for mounted and free times. Hard hats required for all mounted work.
7. Required reading.
8. Due deadline and deposit upon applying. (Deadline should be sufficiently prior to clinic or center date in order to make final arrangements with regard to participants and staff depending upon the number of applicants, and in order to notify applicants of acceptance or rejection.)

E. Have form letters ready to accept or reject applications. Acceptance letters should be accompanied by clinic/center schedules.

F. Order sufficient number of *Riding Standards* from AAHPER. Allow four weeks for delivery.

II. **Preparation Just Prior to Clinic/Center**

A. Schedule of teaching for staff including lecture, topics and times, demonstration topic and time. (Notification should be given to instructor if expected to give lecture or demonstration.) Make housing arrangements for staff. They may be housed with families.

B. Schedule of riding, demonstrations and lectures for clinic participants.
C. Copies of program rides, lecture outlines, etc. for clinic participants. Be sure that everyone has *Riding Standards* and has read it.
D. Forms for clinic evaluations for teachers and riders.
E. Judging forms for center rides.
F. Jump courses for field portion of rating tests.

III. **Procedures During and Following the Clinic/Center**

Insure that the daily clinic schedule is maintained and that stable and teaching areas are in order. Insure that center schedule is maintained.

A. Provide a list of participants and addresses to all.
B. Administer the written tests (2 hours maximum time allowance).
C. Have NRC forms filled out and signed by NRC officials.
D. Post list of other NRC clinics and centers.
E. Send clinic reports and check to Section and National Chair as quickly as possible.
F. Update mailing list.
G. Evaluate forms completed by riders and teachers. Mail copy to Section Chair.

Note: To secure copies of all forms, write to the appropriate Section Coordinator (see page 41).

Forward Riding
Program Rides

QUALIFYING EXAMINATION PROGRAM RIDE

_____
Candidate

The first part of this ride is done primarily on loose reins to demonstrate control at the elementary level. The last part will require a knowledge of contact and control on the intermediate level.

1.	A C	Enter working trot, loose reins Turn right
2.	B F	Walk Working trot
3.	H	Half circle, on returning to rail pick up canter
4.	C	Circle
5.	E K	Working trot Walk
6.	A	Halt, half turn on forehand, walk
7.	K H	Working trot Canter
8.	A	Circle
9.	E H M	Working trot Slow trot Working trot
10.		Take trotting jump between M-F
11.	A KXM M	Large circle to establish contact Lengthen stride at trot Working trot
12.	C	Halt, back four steps, walk forward
13.	H K	Working trot Canter
14.	A FXH	Circle Change direction over jumps — if necessary you may go to elementary control on the approach and between fences, changing leads if necessary.
15.	F	Half circle, changing leads on returning to rail
16.	E K-A	Walk, gradually go to loose reins Establish contact
17.	A X	Turn down center Halt, stand quietly five seconds, leave ring on loose reins

Note: Please read and follow rules and policies in the current *Riding Standards*.

Score _____ Judge _____

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NUMBER 3 RIDER RATING PROGRAM RIDE

_____
Candidate

This ride is to be ridden on contact unless otherwise specified. Please study the current *Riding Standards* for detailed information on the objectives of this level.

A	Enter working trot rising
C	Track left
H K	Slow sitting trot Ordinary trot
A	Serpentine of 4 loops (tracking right at C)
C	Working trot rising
MBF	Take trotting fence off track
E	Large circle passing through X returning to E walk
H	Halt, back four steps, walk
C	Working trot rising
MXK	Change directions
A	Circle
FBM	Lengthen stride at trot
M	Working trot rising
H	Canter
A	Large circle
FXH	Change direction over fences, changing leads if necessary, simple change through a trot or flying change
F	Half circle, counter canter
E	Change leads: simple change through a walk or from a trot
B	Working trot rising
C	Halt, half turn on forehand, walk forward gradually go to loose reins
B	Establish contact
F	Working trot rising
A	Turn down center
G	Walk, gradually go to loose rein and leave arena

Note: Please read and follow rules and policies in the current *Riding Standards*.

Score _____ Judge _____

NUMBER 2 RIDER RATING PROGRAM RIDE

_____
Candidate

This ride is to be ridden on contact unless otherwise specified. Please study the current *Riding Standards* for detailed information on the objectives of this level. Recommended ring size 175′ x 115′ minimum/200′ x 130′ maximum.

A	Enter working trot rising
C	Track right
B	Slow trot, large circle passing through X
F	Working trot rising
KXM	Extend the trot
M	Working trot rising
C	Zig-zag of six turns tracking right at C
K	Canter
E	Half circle in reverse with a flying change of lead on returning to rail
F	Working trot rising
B	Turn left
X	Halt five seconds back four steps, trot
E	Track right
MBF	Take trotting fence
A	Canter
K	Gallop
F	Canter
A	Turn down center, simple change of lead
C	Track left
E	Slow canter large circle passing through X; on return to E, ordinary canter
FXH	Change direction over jumps
M	Working trot; gradually go to loose reins
F A	Establish contact Walk
K	Extended walk
H	Halt, half turn haunches, walk
E	Canter
A	Turn down center
G	Gradual halt, leave arena loose rein, walk

Note: Please read and follow rules and policies in the current *Riding Standards*.

Score _____ Judge _____

NUMBER 1 RIDER RATING PROGRAM RIDE

_____
Candidate

This ride is to be done on contract unless otherwise specified.

1.	AX X XC	Enter ordinary trot Halt five seconds Track right, proceed ordinary trot
2.	B	Circle passing through X
3.	KXM MH H EH	Extend the trot Ordinary trot Half circle in reverse Slow trot
4.	H HCM	Ordinary trot Trot over low fence
5.	B FA AK	Halt, walk forward on loose reins Establish contact Canter
6.	E	Circle
7.	CA	Serpentine of four loops (between first and second loops, simple change of leads between second and third loops, simple change of leads between third and fourth loops, flying change of leads)
8	FXH	Change direction over two jumps, changing leads if necessary on return to rail
9.	F	Short turn at canter
10.	M	Halt, back four steps, proceed canter left lead
11.	E K	Slow canter, circle meters, continue to K Ordinary canter
12.	F E	Gallop to E Ordinary canter
13.	A X	Turn down center Halt five seconds Leave ring on loose reins

Note: Please read and follow rules and policies in the current *Riding Standards*.

Score _____ Judge _____

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Western Riding Program Rides

WESTERN QUALIFYING TEST

_____
Candidate

Please study the current *Riding Standards* for detailed information on the objectives of this level.

1.	A	Enter, leading horse by bridle reins
	X	Halt Acknowledge judges
2.		Mount. Proceed to C; ordinary walk
	C	Track right, continue ordinary walk
3.	BAE	Trot (regular)
	ECB	Continue trot, take standing position
4.	BA	Sitting jog
	A	Halt. Back three steps. Proceed at ordinary walk
5.	KXM	Cross diagonal at jog
	M	Develop lope; left lead
	C	Circle, using one half of arena On approaching C at end of second circle, track left at jog
6.	HXF	Cross diagonal, posting trot
	F	Develop lope; right lead
	A	Circle, using one half of arena On approaching A at end of second circle, track right at jog
7.	E	Half turn in reverse
	EAB	Continue jog
8.	B	Reverse
	FA	WAlk
9.	AX	Down center line
	X	Halt Dismount, loosen girth
10.	XC	Lead horse
	C	Leave arena, tracking left
11.		Suppleness and lightness of horse in movements
12.		Position and balance of rider Correct use of aids

Recommended ring size 66' x 200'.

Score _____ Judge _____

WESTERN ARENA TEST NUMBER 3

_____
Candidate

Please study the current *Riding Standards* for detailed information on the objectives of this level.

1.	A	Enter ordinary walk
	X	Halt. Acknowledge judge
		Proceed at ordinary walk
	C	Track to right
2.	A	Jog
	KM	Cross diagonal
	C	Halt (5 seconds), continue jog
	HF	Cross diagonal, extend trot
3.	FA	Job
	A	Ordinary walk
	E	Halt. Turn on forehand 180° to right
		Resume ordinary walk
4.	B	Halt. Turn on hindquarters 180° (roll back) to right
		Take jog
5.	C	Circle, tangent to sides, developing lope; right lead
		On approaching C second time, track to right at jog
6.	MXK	Cross diagonal. Halt at X
		Back four steps. Resume jog
7.	A	Circle, tangent to sides, developing lope,
		left lead. On approaching a second time, track to left
8.	AB	Jog trot. At B, figure 8; circle right
		Interruption at X with walk. Resume jog
		Circle left
9.	E	Track left
	AC	Serpentine, width of ring of three loops
	C	Track to left, ordinary walk
10.	HF	Cross diagonal, strong walk
	FA	Ordinary walk
	A	Go up center line
	X	Halt. Acknowledge judge, leave track to right on
		loose rein, free walk
11.		General Impression
		Impulse
		Ease and freedom of gaits
		Backing attitude during roll backs
12.		Suppleness and lightness of horse in movements
13.		Position and balance of rider
		Correct use of aids

Recommended ring size 66' x 200'.

Score _____ Judge _____

WESTERN ARENA TEST NUMBER 2

Date _____ Candidate _____

		Comments	Score 0-10
1.	A X C	Enter job Halt, acknowledge judge, proceed ordinary walk Track right	
2.	BA A	Jog Small circle (20' diameter)	
3.	KXM C	Cross diagonal Halt, back six steps Proceed ordinary walk	
4.	EA A FXH	Jog Small circle Cross diagonal	
5.	CA A	Serpentine of four loops (16½') (6 loops for large arena) Track left, ordinary canter	
6.	ABCE E	Ordinary canter, left lead Small circle	
7.	K E	Half circle. Without change of lead return to track at E Simple change of lead, right	
8.	B F B	Small circle Half circle. Without change of lead return to track at B Simple change of lead, left	
9.	HK KF FXH	Strong lope Ordinary lope Cross diagonal, simple change at H	
10.	MF FA	Strong lope Ordinary lope	
11.	A KXM MC	Jog Cross diagonal, strong trot Jog	
12.	C	Check, turn on haunches 180° (Rollback), left resume jog	
13.	MF FA	Strong trot Jog	
14.	K	Check, turn on haunches 180° (Rollback) right, resume ordinary jog	
15.	A X	Down center line, left Halt, acknowledge judge Leave ring at free walk, track right	
16.		General Impressions Impulsion and quality of gaits	
17.		Suppleness, lightness and obedience in execution of movements	
18.		Position and seat of rider Correct use of aids	

Score _____ Judge _____

WESTERN ARENA TEST NUMBER 1

_____
Candidate

Please study the current *Riding Standards* for detailed information on the objectives of this level.

1.		Gate; open, pass through, close. Ordinary walk to F
2.	FM	Extended walk
	MC	Ordinary walk
	CH	Position and back through "L" poles
	HE	Jog trot
	EA	Lope
3.	AC	Serpentine, width of ring 3 loops, with lead changes at canter
	C	Halt for 10 seconds
4.	CH	Jog trot
	HF	Cross diagonal, extended trot
5.	FK	Jog trot
	KM	Cross diagonal, posting trot.
6.	MC	Jog trot
	CEX	Ordinary walk
	X	Begin small figure 8 to right at slow lope Develop large figure 8 at a faster lope
	X	Spin to left
7.	XD	Lope
	D	Rollback right
8.	DG	Lope
	G	Rollback left
9.	X	Stop, back 12 steps Pivot right Pivot left
10.	D	Proceed to D at walk Halt, dismount, mount Leave arena ordinary walk, loose rein
11.		Suppleness and lightness of horse in movements
12.		Position and balance of rider Correct use of aids

Recommended ring size 66' x 200'.

Score _____ Judge _____

National Riding Committee Operating Code

A. *Name*
The name of this committee shall be the National Riding Committee, a joint committee of NAGWS-NASPE.

B. *Purpose*
The purposes of the committee shall be:
To promote the highest quality of educated riding and related services within schools, colleges, universities, and public and private concerns.

C. *Programs*
1. To conduct clinics and rating centers
2. To provide for publication of the committee's *Riding Standards*
3. To cooperate with other organizations whose purposes are in accord with this committee's purposes
4. To provide a Job Placement Service for Rated Riders
5. To conduct forums and conferences on educated riding
6. To sponsor an Intercollegiate Championship

D. *Plan of Organization*
1. This is a joint committee of NAGWS-NASPE. The committee's affairs will be operated by an executive committee.
2. The National Chair is appointed by the National Riding Committee by simple majority of the committee as National Chair-elect. The National Chair will serve a three-year term, one year each as National Chair-elect, National Chair and National Past Chair. This person must be a National Judge or a Local Judge with experience on the Executive Committee.
3. The committee shall be composed of National Chair, National Chair-elect, and National Past Chair, one Forward Chair, one Western Chair, one Publication Chair, one Job Placement Service Chair and one Intercollegiate Coordinator.
4. Each term of office shall be appointed by the committee by simple majority vote, and serve as follows:
Forwarding Riding Section Chair: 2 years, National or Local Judge (Preference will be given to a National Judge.)
Western Riding Section Chair: 2 years, National or Local Judge (Preference will be given to a National Judge.)
Publication Chair: 2 years, National or Local Judge (Preference will be given to a National Judge.)
Job Placement Service Coordinator: 2 years, Must be a

rated rider or Judge, and should be a person familiar with or willing to become familiar with riding programs within schools and colleges.

Intercollegiate Championship Coordinator: Coordinate State/Regional and National Intercollegiate three phase championship. Promote participation and advise. Must be rated rider and/or NRC Judge.

The Forward Chair shall begin term on the odd years.

The Western Chair shall begin on the even years.

The Publications Chair shall begin the term on the even years.

Job Placement Service Chair shall begin the term on the even years.

Intercollegiate Championship Coordinator shall begin on the odd years.

Elections by the official committee are to be held at the August NRC meeting. Nominations should be solicited via the spring newsletter from all rated riders and judges. They should submit their suggestions to the NRC no later than July 31 of each year. Official members of the NRC may submit nominations at the meeting. All terms of office shall start on January 1 of the year following selection.

5. In the event that a committee member does not complete his/her full term, the National Riding Committee shall select a member to be approved by the National Riding Committee by simple majority vote for the unexpired term of office.

E. *Duties of the Committee Members*

Authority and Responsibilities of the National Riding Committee

a. Set policies of the National Riding Committee activities.
b. Have final approval for and re-evaluation of riding centers.

1. National Chair.- National Judge*
   a. Participate as voting member of the National Riding Committee.
   b. Plan at least two meetings per year of the committee and coordinate them with the NAGWS-NASPE consultants. Option — March-April meeting includes partial committee with current Chair, Forward and Western Chair required; August-September meeting includes full membership of committee.
   c. Refer or answer all correspondence to her/him.
   d. Appoint ad hoc committees as needed.
   e. Authorize expenditures.

*For current calendar, contact National Riding Committee Chair.

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f. Notify and aid other committee chairs of happenings and additional needs.
g. Inform the NAGWS-NASPE consultants of all committee efforts and actions.
h. Schedule and conduct a training session and general forum for all National/Local Judges on even years. Convene and organize a conference on educated riding on odd years.
i. Promote, develop and give leadership to high standards of performance, especially in the rating centers and in carrying out the rules and regulations as set forth in *Riding Standards*.
j. Develop a short- and long-range plan of action with the committee and carry it out.
k. Report on committee meetings through the newsletter.

2. *Past Chair* assist, advise and carry out duties assigned by National Chair.
3. *Chair-elect* assist, advise and carry out duties assigned by National Chair. Also act as secretary at committee meetings.
4. *Forward Chair* — National or Local Judge
   a. Participate as a voting member of the National Riding Committee.
   b. Organize and send out all materials necessary for Forward Riding Clinics and Rating Centers at least two months prior to clinics and centers.
   c. Collect all fees for the National Riding Committee from the Forward Clinics and Rating Centers.
   d. Provide, if needed, a list of judges for Forward Clinics and Rating Centers.
   e. Provide an up-to-date list of all clinics and rating centers scheduled for the following year to the National Riding Committee by September 1 and March 1 of that year.
   f. Provide a list of all clinics and centers to all interested persons.
   g. Work with National Chair and inform said person of all happenings.
   h. Work with National and Local Judges and accept letters of recommendations for those persons wanting to qualify for judges' cards.
   i. Work on ad hoc committees as necessary.
   j. Promote the sales of all publications.
   k. Provide the National Chair, Publications Chair and Job Placement Chair with a complete list of all newly-rated

or connected persons to be addd to the official mailing list not later than September 1 and March 1 of each year.

l. Promote high standards of performance in all rating centers and clinics to insure that all the policies and procedures as set forth in *Riding Standards* are strictly upheld.

m. Emphasize to clinic and rating center chairs to have rated riders fill out job placement personal data sheet if seeking job placement.

n. Handle applications of and procedure for apprentice judges.

5. *Western Chair** — National or Local Judge

a. Participate as a voting member of the National Riding Committee.

b. Organize and send out all materials necessary for Western Riding Clinics and Rating Centers at least two months prior to the opening of the clinics and centers.

c. Collect all fees for the National Riding Committee from the Western Clinics and Rating Centers.

d. Provide, if needed, a list of judges for Western Clinics and Rating Centers.

e. Provide an up-to-date list of all clinics and rating centers scheduled for the following year to the National Riding Committee by September 1 and March 1 of that year.

f. Provide a list of all clinics and centers to all interested persons.

g. Work with National Chair and inform said person of all happenings.

h. Work with National and Local Judges and accept letters of recommendations for those persons wanting to qualify for judges' cards.

i. Work on ad hoc committees as necessary.

j. Promote the sales of all publications.

k. Provide the National Chair, Publications Chair and Job Placement Chair with a complete list of all newly-rated or connected persons to be added to the official mailing list no later than September 1 and March 1 of each year.

l. Promote high standards of performance in all rating centers and clinics to insure that all the policies and procedures as set forth in *Riding Standards* are strictly upheld.

m. Emphasize to clinic and rating center chairs to have rated riders fill out job placement personal data sheet if seeking job placement.

n. Handle applications of and procedure for apprentice judges.

6. *Publications Chair and Editor of* Riding Standards* — Rated Rider, Local or National Judge
   a. Participate as a voting member of the National Riding Committee.
   b. Gather materials and publish through the NAGWS-NASPE consultants, a fall and spring newsletter.
   c. Publicize all information concerning riding clinics and rating centers.
   d. Publish materials to use as information for pamphlets for the coming year. A final draft is to be mailed to the National Riding Committee for approval by simple majority vote and then sent to the NAGWS-NASPE consultants by February 1 of said year.
   e. Maintain a mailing list and update it twice a year. Each council member should report any additions no later than September 1 and March 1 of each year.
   f. Revise and publish the *Riding Standards* and other instructional materials as deemed necessary by the National Riding Committee.
   g. Promote the sales of all publications. Insure that Forward and Western Chairs require *Riding Standards* to be sold at clinics and centers.
7. *Job Placement Service Chair** — Rated Rider or Judge
   a. Participate as a voting member of the National Riding Committee.
   b. Maintain a file containing resumes and references for each rated rider desiring assistance.
   c. Provide a listing of available positions to qualified rated riders.
   d. Write and inform all colleges and universities that offer riding of the availability of the National Riding Committee services.
   e. Publish listing of openings and available positions for rated riders desiring assistance.
   f. Send follow-up communications to both parties after all successful placements in an effort to evaluate and improve our services. (Personal inquiries may be needed to get follow-up materials.)
8. *Intercollegiate Coordinator*
   a. Participate as a voting member of the National Riding Committee.
   b. Coordinate and promote regional and national Intercollegiate competition.
   c. Insure the NRC rules and procedures for Intercollegiate competition are carried out.

F. *Reports*
   1. Annual reports from all committee members shall be submitted in writing to the chair of the committee at all meetings.

G. *Finances*
   1. The committee shall have a regular yearly budget for postage and supplies. Additional expenses of the committee shall be defrayed from the budget concerning committee expenditures.
   2. Expenses of the committee shall be defrayed through fees from the clincs, rating centers, forums and conferences.
   3. There will be a contingency fund from year to year which will consist of all unused monies earned by the National Riding Committee.
   4. A breakdown of budget shall be sent to the National Chair from the National Headquarters each March 1 and August 1.

H. *Amendment Procedure*
   1. The operating code can be amended by a two-thirds majority vote of the National Riding Committee. All amendments must be submitted in writing to the National Riding Committee. Amendments cannot be acted upon for 30 days after the amendment has been submitted to the committee.
   2. Substantive changes shall be reported by the Chair to the NAGWS Board of Directors and the NASPE Cabinet.

Coordination of Job Placement for Rated Riders

In an effort to offer assistance to rated riders looking for jobs and to help institutions find rated riders for their programs, the National Riding Committee has established a job placement coordination service. The service will be conducted as follows:

1. Any rated rider desiring help is to fill out a resume and provide references for the file. Please cut out and use the form at the end of this booklet. All information will be confidential
2. Available positions will then be referred to the rated rider.
3. Listings of openings and available rated riders are to be published in appropriate magazines.
4. Riders seeking to be rated will be sent lists of clinics and centers where instruction may be arranged and a list of all rated riders.
5. Follow-up communications will be made after placement in an effort to evaluate and improve our service.

NASPE-NAGWS National Riding Committee Job Placement Coordination Personal Data Sheet

CONFIDENTIAL

Name _____ Date _____

Address _____ Phone _____

NAGWS Rating _____ Sex _____ Age _____ Ht. _____ Wt. _____

Marital Status _____

Place of Birth _____

Education:

Amateur Experience:

Professional Experience:

Clinics and Centers Attended, with Dates:

Professional Organization Memberships:

Type of Position Desired:

Other Areas Qualified to Teach:

References: List three (3) with addresses and titles

Are you now available for interview? _____
If not, when available? _____

Please enclose a photograph and transcript if possible.

Mail to: Nancy Bell
Camp Green Cove
Tuxedo, NC 28784

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ALSO AVAILABLE . . .

The National Association for Girls & Women in Sport (NAGWS), develops publications for 23 sports. Most *Guides* include official rules for playing, techniques for officiating, and articles for teachers, coaches and participants. The following sports are included:

Aquatics Tips & Techniques
Archery-Fencing
Basketball
Basketball-Volleyball Tips & Techniques
Bowling-Golf
Competitive Swimming & Diving
Field Hockey
Flag Football-Speedball
Gymnastics
Lacrosse
Soccer
Softball
Tennis-Badminton-Squash
Volleyball
Synchronized Swimming

EQUALITY IN SPORT FOR WOMEN

Guidelines for determining and dealing with sex discrimination in physical education and athletics. Concrete suggestions for action — from exerting influence to gathering support to filing suit. Areas covered include determining if equality exists, what the law says, compliance agencies, court precedents, and remedial and affirmative action. Designed for the physical educator, coach, and athletic director, but useful for anyone involved in equal opportunities in education. 1977.

DEVELOPMENT OF HUMAN VALUES THROUGH SPORTS

An examination of the values engendered through sports participation, which were considered at the 1973 national conference on the subject at Springfield (Mass.) College. 1974.

COACHES' MANUAL

A comprehensive and up-to-date guide for high school coaches of all sports, with practical information on planning and conducting top quality inter-scholastic programs. Covers such topics as ethics, leadership, professional preparation, budget, equipment and facilities, legal liability, and relationships with school personnel, the student body, and the community. 1975.

For prices and order information, write:

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